

INTERNATIONAL STUDENT WELCOME GUIDE







A WORD FROM THE PRESIDENT

Dear students,

The University of Reims Champagne-Ardenne is delighted to welcome you for the academic year 2024/2025.

The year 2024 has been marked by major geopolitical conflicts in Europe, the Middle East, and Africa. Just like the French nation, which mobilized to welcome individuals in search of refuge, our university opens its doors to anyone in search of knowledge in a spirit of solidarity and humanism.

To choose URCA is to choose top-notch programs in innovative and varied fields within a human-scale and culturally diverse university that takes pride in its global presence.

For URCA, opening up to the world and welcoming international students are key priorities - as evidenced by the «Bienvenue en France» label that validates its exceptional reception standards for international visitors.

Studying at URCA also means working at a multidisciplinary university that favours excellence through teaching based on innovative research, ensuring the value of your courses and their global recognition.

You can rest assured that our entire university is fully committed to providing you with the most enriching and enjoyable academic environment possible.






In this perspective, I invite you to explore this guide, which is specifically tailored for international students. It contains all the information regarding university services, student associations, housing, administrative procedures, and more. Additionally, you will find a calendar summarizing the key events of the university and the region during this new academic year.

Our academic and administrative teams, as well as student associations, will be in constant communication with you to answer any questions regarding your studies or life in France.

I wish you a wonderful academic year and complete success in your studies. Welcome to the University of Reims Champagne-Ardenne!

Christophe Clément
President of the University of Reims Champagne-Ardenne

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Information for Erasmus+
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exchange programmes
outside Europe



Information for
international
Degree-seeking
Students

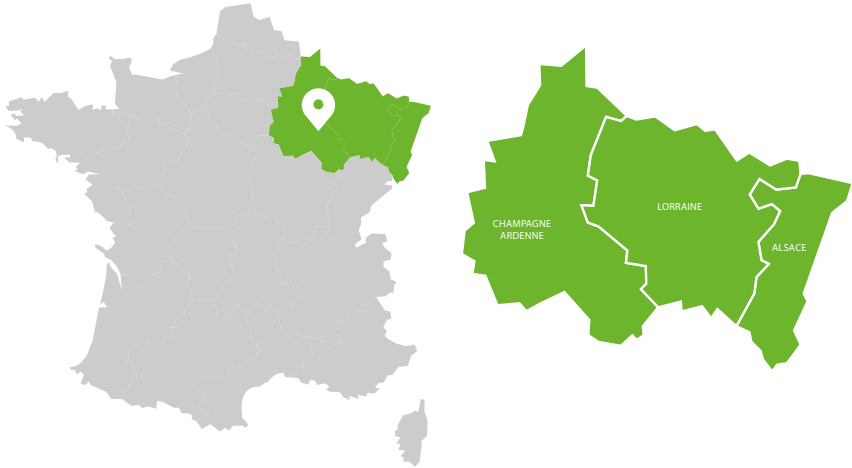


I. THE GRAND EST REGION



THE GRAND-EST REGION

The Grand-Est region is the result of the merger of the former Alsace, Lorraine and Champagne-Ardenne regions.



> KEY FIGURES

5 561 287 Inhabitants

8,3 % Share of the French population

57 430 km² Area

97 Inhabitants/km²

10 Départements

5 152 Communes

3 Cities (Strasbourg, Nancy et Metz)

1 Urban community (Reims)

27 Employment catchment areas

5 Universities (Strasbourg, Lorraine, Reims, Haute-Alsace, Troyes)

209 000 Students in 2017 (or 8.1% of students in metropolitan France)

Source : INSEE 2024 - L'essentiel sur... Le Grand Est ; Source : INSEE / RGP 2017 ; Source : MEN-MESRI-DEPP, RERS 2017
www.prefectures-regions.gouv.fr ; Source : GrandEst www.grandest.fr



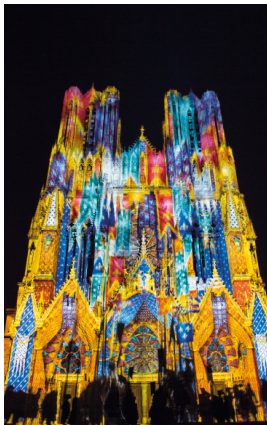




It has a privileged position right at the heart of Europe :

- Reims by TGV (high speed train):
 - > 45 minutes from Paris Gare de l'Est
 - > 30 minutes from Charles de Gaulle airport
- It is located at the crossroads of:
 - > Germany (2h30 by car)
 - > Belgium (1h30 by car)
 - > Luxembourg (2h30 by car)

The area where the University of Reims Champagne-Ardenne is located is world famous for its vineyards and its production of Champagne. Beyond the hilly landscapes of the Aube and Haute-Marne, immense Champagne plains of the Marne, the Ardennes mountains and the vineyards of the Montagne de Reims regional nature park, the region is home to beautiful historic towns and art.

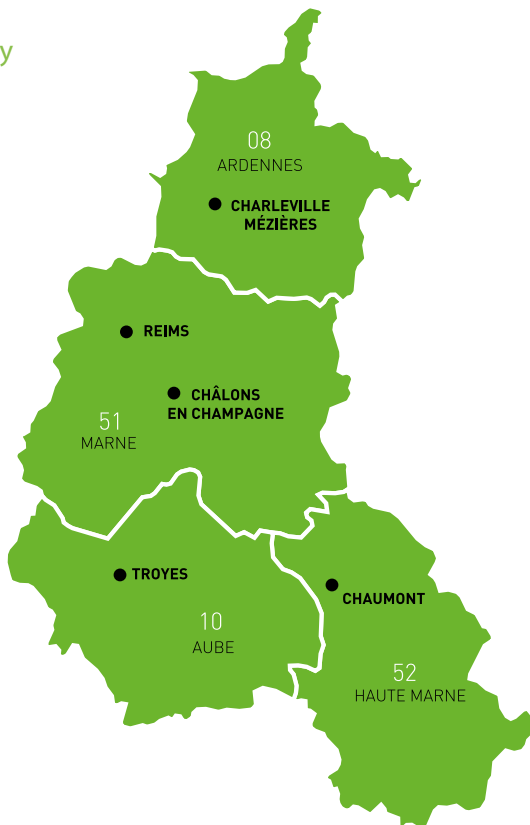


The Champagne hillsides, houses and cellars are a Unesco world heritage site.



> A multi-site university

The University of Reims Champagne-Ardenne is one of 5 universities in the Grand-Est region. URCA is a multi-disciplinary university based on five sites, i.e. Reims (the main site), Troyes (second in terms of recruitment), Charleville-Mézières, Châlons en Champagne and Chaumont.



• REIMS

With approximately 185,000 inhabitants, Reims, called the «city of coronations» or «city of kings», is the largest city in the former Champagne-Ardenne region and the twelfth biggest city in France in terms of population. It has exceptional historical and artistic heritage (Notre-Dame cathedral, the Saint-Rémi basilica and the Palais du Tau) but it is also a university and dynamic student city. Several internationally renowned festivals and events, including the Magnifique Society, the Reims Scène d'Europe theatre festival and the Flâneries Musicales in the summer, take place in Reims each year. Reims had nearly 7.5 million visitors in 2023.



• TROYES

Another important university site, which stands out with its medieval atmosphere thanks to its houses built in the 16th century with timber frames and pastel-coloured facades. Troyes was named City of Art and History by the National Committee of Cities and Lands of Art and History.

• CHARLEVILLE-MEZIERES

The birthplace of the famous poet Arthur Rimbaud is 10 kilometres from the Belgian border and has 3 campuses of the University of Reims Champagne-Ardenne. Every two years it is home to the international festival of puppet theatre and every year the eco-festival: Le cabaret vert.

• CHALONS-EN-CHAMPAGNE

Châlons-en-Champagne is the prefecture in the Marne département. URCA has 2 separate training centres in Châlons-en-Champagne: ESPE, Bd Victor Hugo (historic building) and IUT, rue de la Chaussée du Port.

• CHAUMONT

Chaumont is the prefecture in Haute-Marne and is located at the crossroads of major routes between the North of Europe and the Mediterranean and between the Ile de France and Switzerland.





II. THE UNIVERSITY OF REIMS CHAMPAGNE-ARDENNE/URCA



THE UNIVERSITY OF REIMS CHAMPAGNE-ARDENNE(URCA)

PRESENTATION OF URCA

URCA is a multidisciplinary university focused on excellence, and educates more than 27,500 students with courses which correspond to the needs of society and in all fields of expertise, with teaching backed up by internationally-renowned innovative research.

Choosing the University of Reims Champagne-Ardenne as a place to study therefore means not only opting for quality teaching backed up by innovative research but also wanting to be part of a university whose size contributes to the success of students, offering a working environment which is conducive to development and encouraging international mobility.

Its location over several sites make it a University where you feel at home. It is welcoming and dynamic and offers an environment which is ideal for studying, student life and research.



As a training and research university, it is developing a scientific project based around 4 main centres with excellent scientific expertise:

- An **internationally-focused multidisciplinary agricultural science, environment, biotechnology and bioeconomy centre (AEBB)** which looks at the agriculture of the future in a territory with a good agricultural and wine industry-based economy;
- a **Health** centre, championing scientific niches of excellence and rich and varied medical and paramedical training;
- a **Digital and engineering sciences centre (SNI)** focused on high-performance computing, industry 4.0, equipment and technological change;
- and a **Human and social sciences centre (SHS)** with in particular the flourishing new focus on performing arts consolidated by the creation of a House of Human Sciences.



By developing attractive training that meets the current and future socio-economic needs in areas as diverse as health, law, the humanities and the sciences, the University of Reims Champagne-Ardenne makes the orientation of its students and the professional integration of its graduates a key focus, while seeking to give students the best level of training.

> HIGH LEVEL, INTERNATIONALLY-RECOGNISED RESEARCH

URCA is known and recognised for its innovative research, and has 30 certified research teams, 4 doctoral schools and several technological platforms.

In partnership with the grandes écoles, the national research organisations, it develops high level research and technological innovations or services through major scientific projects, cutting-edge technological resources and partnerships with the socio-economic players (companies, foundations, associations, local authorities). In addition, it supports the emergence of new thematic areas to make the discoveries and inventions of tomorrow possible.

The University of Reims Champagne-Ardenne encourages its laboratories to develop international partnerships and facilitates the reception of guest researchers and the mobility of its researchers thanks to cooperation agreements with more than 60 countries around the world.





> KEY FIGURES

27,500 Students

3,000 Foreign students (120 nationalities)

800 New international students each year

100 New students on exchange programmes

100 International researchers welcomed by the EURAXSS service centre

400 Collaboration agreements with 250 partner institutions

in 54 countries worldwide

Source : DREDI, March 2024

EDUCATION AT URCA

The University of Reims Champagne-Ardenne offers many LMD (DUT (technology degrees), degrees, PACES (first common core year for health studies), Professional Degrees, Master's degrees, Doctoral degrees) system courses across 4 fields and 5 sites. URCA offers complete training leading to 4 Health Diplomas as well as training courses leading to qualifications (not LMD). Various preparatory courses and certifications are also offered at URCA.

> 8 FACULTIES

• CROIX ROUGE CAMPUS IN REIMS

Faculty of Literature and Human Sciences
Faculty of Law and Politics
Faculty of Economic, Social and Management Sciences

• HEALTH CAMPUS IN REIMS

Faculty of Medicine
Faculty of Pharmacy
Faculty of Dentistry

• MOULIN DE LA HOUSSE CAMPUS (SCIENCES CAMPUS) IN REIMS

Faculty of Exact and Natural Sciences
Faculty of Science and Techniques of Physical and Sport Activities (STAPS)

• COMTES DE CHAMPAGNE CAMPUS (CCC) IN TROYES

Faculty of Law and Politics,
Faculty of Economic, Social and Management Sciences, Literature and Human Sciences

> THE INSTITUTES

- University Institute of Technology in Reims-Châlons-Charleville (IUT)
- University Institute of Technology in Troyes (IUT)
- Georges Chappaz Institute of Champagne vine and wine

> THE SCHOOLS

- Packaging and Conditioning Engineering School (ESIREIMS)
- Industrial and Digital Sciences Engineering School - EISINE
- Doctoral Schools
- Teacher Training College (ESPE) of the Reims Education Authority at the University of Reims Champagne-Ardenne

> THE INSTITUTES ATTACHED TO THE DEPARTMENTS

- Institute of Preparation for General Administration (I.P.A.G.)
- Institute of Legal Studies (I.E.J.)
- Institute of Finance, Auditing and Accounting (IFAC)
- Institute for the Development of Territories, the Environment and Town • Planning of the University of Reims (IATEUR)
- Reims Institute of Management (IRG)
- Reims Institute of In-Depth Law (I.R.D.A.)

> THE 4 DOCTORAL SCHOOLS

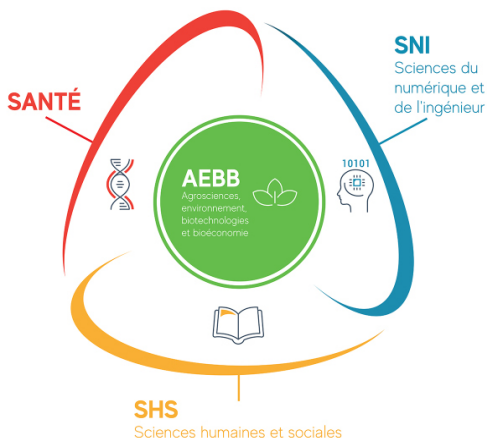
With coordination between the research policy and the training policy of the institution, the 4 doctoral schools at the University of Reims Champagne-Ardenne are at the heart of scientific application centres.

1/ THE ABIES DOCTORAL SCHOOL is thus placed at the heart of the internationally-focused multidisciplinary agricultural science, environment, biotechnology and bio-economy centre (AEBB) focused on the bio-economy, agriculture 4.0 and the wine industry 4.0.

2/ THE SFS (FUNDAMENTAL SCIENCES AND HEALTH) DOCTORAL SCHOOL is at the heart of the Health scientific centre, championing scientific niches of excellence and rich and varied medical and paramedical training.

3/ THE SNI DOCTORAL SCHOOL is at the heart of the Digital and engineering Sciences centre focused on high-performance computing, industry 4.0, equipment and technological change.

4/ THE SHS DOCTORAL SCHOOL is at the heart of the Human and Social Sciences (SHS) brought together by a House of human sciences.

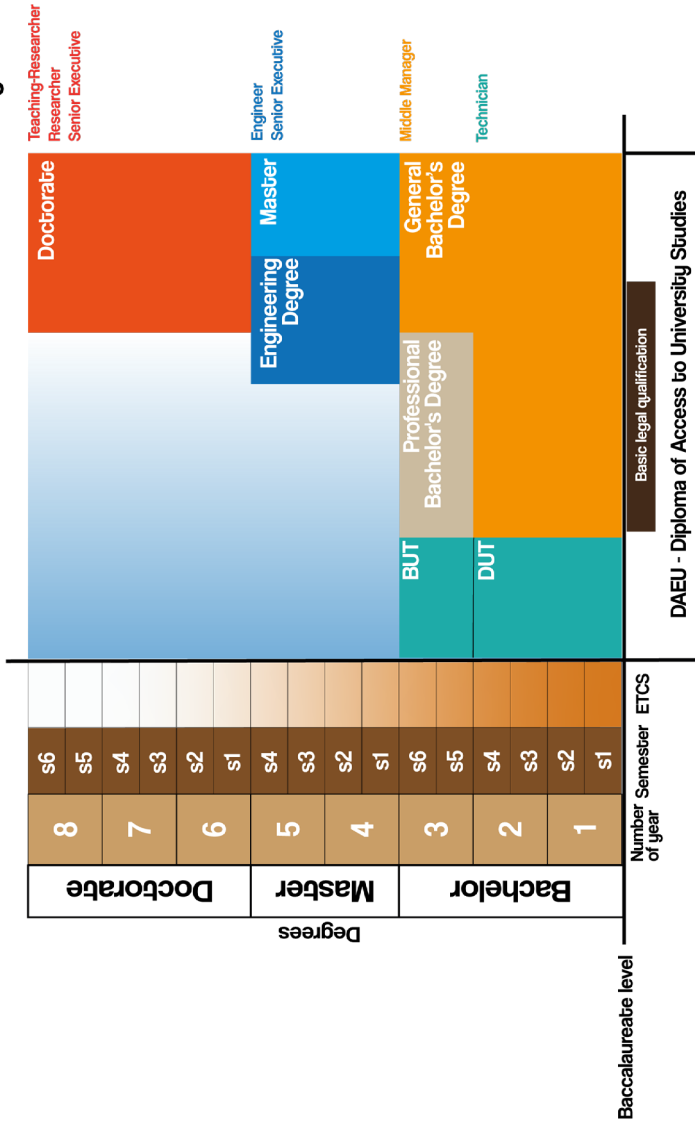


The SFS, SNI and SHS doctoral schools are supported by the University of Reims Champagne-Ardenne. The ABIES doctoral school is co-accredited by the University of Paris Saclay.

ORGANISATION OF STUDIES

● Study scheme - Degrees

Professional integration



> LMD AND ECTS

As part of standardising studies in the European Higher Education Area, the structure of courses is generally organised around the following academic degrees:

- **LICENCE** (a 3-year degree or 6 semesters)
- **MASTER'S DEGREES** (a 5-year degree or 10 semesters)
- **DOCTORAL DEGREES** (an 8-year degree or 16 semesters)

ECTS (European Credit Transfer System) applies to the majority of curricula. Each degree has a total amount of ECTS: 180 ECTS for a degree, 240 ECTS for a Master's 1 degree and 300 ECTS for a Master's 2 degree (This amount is made up 30 ECTS per semester, or 60 ECTS per year.)



STUDENTS ON EXCHANGE PROGRAMMES

URCA has adopted a Charter for international exchange programmes to ensure the academic recognition of studies done as part of partnerships with foreign universities. Here is its reference table for the transcription of grades.

ECTS GRADES OR CREDITS OF EQUIVALENT VALUE	DEFINITION	URCA GRADES EQUIVALENCE
A+	EXCELLENT	FROM 18/20 TO 20/20
A	VERY GOOD	FROM 16/20 TO 17,9/20
B	GOOD	FROM 14/20 TO 15,9/20
C	QUITE GOOD	FROM 12/20 TO 13,9/20
D	FAIR	FROM 11/20 TO 11,9/20
E	FAIR	FROM 10/20 TO 10,9/20
FX	FAILED AND NEEDS TO BE RESAT	< 10/20
F	NOT PASSED AFTER RESITTING	< 10/20
BLANK	FAIL	FAIL

> TEACHING FORMATS

Teaching for Licence (degrees) and Master's degrees are organised in the form of lectures (Cours Magistraux / CM) and tutorials and practical work (Travaux Dirigés (TD) and Travaux Pratiques (TP)). The lectures are focused on the theory. During the tutorials and practical work, students are divided into sub-groups to look at what has been studied in lectures in more detail and discuss it with the teacher. You must register in a sub-group when you arrive in order to be able to attend tutorials. All students enrolled for lectures (CM) must also go to tutorials (TD).

All LMD training courses are grouped into areas. URCA has four areas:

- ARTS, LITERATURE, LANGUAGES;
- HUMAN AND SOCIAL SCIENCES;
- LAW, ECONOMICS, MANAGEMENT;
- SCIENCE, TECHNOLOGY, HEALTH;

Each field is sub-divided into specialised areas. There are degrees where you can choose the course (in depth with specialisation). At Master's level, you must always choose a course

Diplomas are made up of compulsory, optional or free teaching units (UE), which are themselves usually divided into constituent elements (EC) which correspond to a weekly lesson for one semester. Each EC and / or UE is assigned a number of credits (ECTS).

> Access to a Master's 1 degree is done on the basis of a selection after obtaining a licence (degree).

> Access to a Master 2 degree after obtaining the Master's 1 degree



👁 For Master's level application procedures, contact academic affairs

- You can get the **schedule of lessons** from academic affairs
- The language used in teaching is French. Minimum B2 level is required

> EXAMS

• EXAMINATION PROCEDURES:

> Continuous assessment: organised throughout the year. A grade may be awarded for work done, particularly in tutorials (tests, written work, oral presentations, etc.)

> Partial exams: organised throughout the academic year.

> Final or end-of-year exams: whether written or oral, they are organised at the end of the semester for certain semester lessons or at the end of the academic year. A catch-up session is organised in June-July.

Only students enrolled for teaching are allowed to sit exams.



As part of the exchange programmes, it is organised before a student leaves.

> If there is an appeal, contact the Teaching and Academic Affairs Department (SES)

📡 www.univ-reims.fr/recoursscolarité





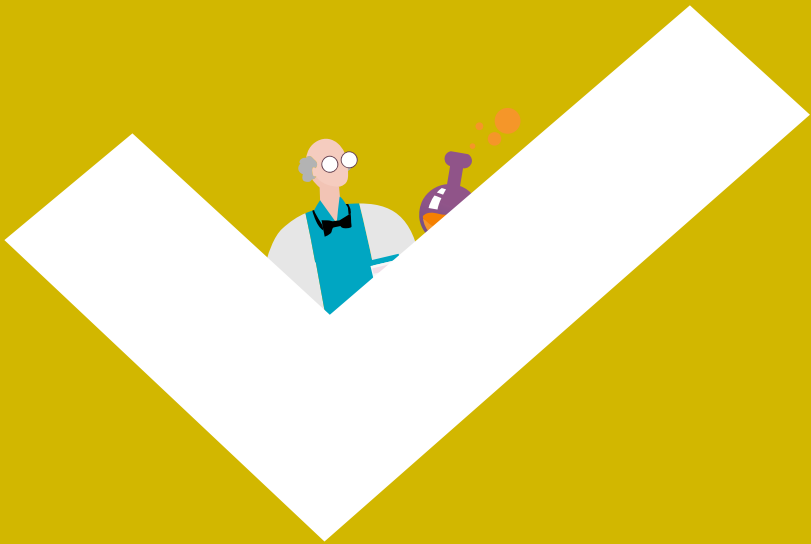
THE UNIVERSITY CALENDAR

The university calendar for the University of Reims Champagne-Ardenne is available on:

📡 <https://www.univ-reims.fr/formation/scolarité/informations-pratiques/calendrier-universitaire/le-calendrier-universitaire,22354,37124.html>

The schedule may vary across departments due to the specific constraints of each course. You can find the schedule posted within your department or on its website. Alternatively, you can reach out to the academic affairs department within your department to receive it.





III. PREPARE YOUR STUDIES AT URCA



PREPARE YOUR STUDIES AT URCA

SERVICES FOR INTERNATIONAL STUDENTS



THE TEACHING AND ACADEMIC AFFAIRS DEPARTMENT (SES)
OF THE OFFICE OF ACADEMIC AFFAIRS & STUDENT LIFE (DEVU)

The Office of Academic Affairs and Student Life (DEVU) oversees student services, from informing prospective high school graduates to tracking graduates' professional integration.

The Teaching and Academic Affairs Department (SES) informs students about URCA's academic programs. In collaboration with Campus France, it welcomes international students pursuing degrees at URCA outside of exchange programs.

+33 (0) 3 26 91 34 68

✉ devu-ses@univ-reims.fr / etudiants.etrangers@univ-reims.fr

Université de Reims Champagne-Ardenne

Campus Croix-Rouge, 57 rue Pierre Taittinger, 51100 Reims - France





OFFICE OF INTERNATIONAL AFFAIRS (DREDI)

The Office of International Affairs (DREDI) implements the internationalisation policy of the University of Reims Champagne-Ardenne, which is based around 4 major services:

- The International Public Reception service
- The Promotion and Management of International Mobility service
- The Internationalization service
- The European Universities Alliance - INVEST service

This department aims at:

- Promoting the European and international mobility for students, teacher-researchers and administrative staff
- Developing scientific cooperation with foreign universities
- Ensuring dynamic communication targeted at international audiences and organizing events and initiatives to facilitate better integration in France and at the university, within the framework of the «Bienvenue en France» quality label.

The DREDI offers various activities and events to facilitate the integration of each and every international student to succeed in their studies. In collaboration with other services and external partners, the DREDI organizes diverse activities and events such as the Integration Week, the International Students' Day «Cultures en fête», the International Speed Meeting, or Social Mentoring «Bienvenue en France», and so on.



+33 (0) 3 26 91 87 60

dredi@univ-reims.fr

Université de Reims Champagne-Ardenne
2 avenue Robert Schuman, 51100 Reims

You will find more information at:

 www.univ-reims.fr/international

 [URCA - International Office](#)

 [UrcaDri](#)

 [urca_international](#)

 [Université de Reims Champagne-Ardenne](#)



ENROLLMENT OF NON-EXCHANGE STUDENTS

UNIVERSITY ADMISSION FOR NON-EXCHANGE INTERNATIONAL STUDENTS

For the students who:

- Do not hold French nationality
- Do not come from an European Union country
- Do not possess a French or an European diploma
- Are highly interested in continuing their studies or coming to study at the university of Reims Champagne-Ardenne




The admission request procedures vary according to the place you live and the courses you will be taking. It is necessary to go through a preliminary admission procedure.

IF YOU LIVE IN ONE OF THE FOLLOWING COUNTRIES:

*Algeria, Argentina, Azerbaijan, Bahrain, Benin, Bolivia, Brazil, Burkina Faso, Burundi, Cambodia, Cameroon, Canada, Chad, Chile, China, Colombia, Comoros, Congo-Brazzaville, Democratic Republic of the Congo, Dominican Republic, Djibouti, Ecuador, Egypt, Ethiopia, Gabon, Georgia, Ghana, Guinea, Haiti, Hong Kong, India, Indonesia, Iran, Iraq, Israel, Ivory Coast, Japan, Jordan, Kenya, Kuwait, Lebanon, Madagascar, Malaysia, Mali, Mauritania, Mauritius Island, Mexico, Morocco, Niger, Nigeria, Pakistan, Peru, Qatar, Russia, Saudi Arabia, Senegal, Singapore, South Africa, South Korea, Taiwan, Thailand, Togo, Tunisia, Turkey, Ukraine, United Arab Emirates, United Kingdom, United States, Vietnam.

Regardless of the academic year you desire to enroll in, it is mandatory to use the online admission application «Etudes en France».

 You need to go on to the «Etudes en France» website , and follow the instructions displayed.

The University of Reims Champagne-Ardenne only accepts applications from international students for certain programs through Etudes en France.






IF YOU DO NOT LIVE IN ONE OF THE COUNTRIES AS LISTED

(or if you already live in France):

Admission procedures vary depending on the academic year you wish to enroll in:

- More information at:
 www.univ-reims.fr/etudiants-internationaux


Having a B2 level of French (TCF test or equivalent) is highly recommended for all study fields. It is possible, under certain conditions, to be exempted from this test.

ENROLLMENT PROCEDURES FOR NON-EXCHANGE INTERNATIONAL STUDENTS

STEP 1

Paying the Student and Campus Life Contribution (CVEC) to the CROUS is a compulsory requirement that must be fulfilled before enrolling at the University of Reims Champagne-Ardenne. The CVEC payment certificate will be necessary when you visit the Guichet Unique.

You can pay:

- With your credit card
 <https://cvec.etudiant.gouv.fr>
- In cash at a French post office.

If you prefer to pay in cash, you'll need to select this option online first. After that, simply visit a post office with your personalized payment notice to complete the CVEC payment. Within 2 days, you'll receive a confirmation email containing a link to download your CVEC payment certificate.

STEP 2

At the Guichet Unique, international students will be able to get help to complete their administrative procedures, especially those related to:

- the Student Life and Campus Contribution (CVEC)
- social security and health
- public transport in Reims
- CROUS accommodation, university catering and cafeterias
- associations



When?

The Guichet Unique will open:

From Monday, August 26 to Friday, September 27, 2024

From 9 - 12 AM and 1 - 4:30 PM

Where?

Espace Reims Campus, 31 Rue du Général Sarrail à Reims.

You will receive guidance on the procedure for completing your online registration. If you prefer, we can provide direct assistance to help you through this process.

STEP 3

Once your enrollment form has been submitted online, you will receive an email within a few days requesting payment of tuition fees and online submission of these documents below:

- your acceptance letter
- your qualifications and their translated versions
- your grades and their translated versions
- your passport
- the confirmation of your CVEC payment


After verification of these documents, you will be given an enrollment form.



ACADEMIC ENROLLMENT OF NON-EXCHANGE INTERNATIONAL STUDENTS

Academic registration is a MANDATORY procedure. It follows administrative registration. It involves enrolling in the courses you wish to take during the academic year or semester. It allows you, if applicable, to choose your options and enroll in tutorials (TD) or practical work (TP). It is essential for taking continuous assessment tests and final exams.

- The faculty departments and academic affairs services will help you choose your courses and your schedule.

 *Only students enrolled academically are authorised to sit exams*

You are highly recommended to bring photocopies of official documents and several ID photos with you, and to have these documents translated in French beforehand.

- For more information, contact SES:

 devu-ses@univ-reims.fr



↔ ENROLLMENT OF STUDENTS ON EXCHANGE PROGRAMMES

APPLICATION

If you wish to do part of your studies at the University of Reims Champagne-Ardenne as part of an exchange programme, you must first contact the international relations department of your home university to ensure that there is a partnership between the two institutions.

You must meet these criteria:

- 1/ Be registered at a partner university of URCA (check with the Erasmus + coordinator of your home university).
- 2/ Be selected by your university for this exchange and then be nominated by your coordinators at our Erasmus + office.
- 3/ Have a B1 level in French. All courses and exams are in French, including foreign language courses.

To know the courses and lessons you can choose, please check with the Erasmus + coordinator of your home university.

Once you have been selected by your home institution, you will receive these two documents from the DREDI:

- an application form
- a studies contract




👁️ *It is important to send these two completed and signed documents before you arrive at URCA.*

- By 15 April at the latest for students on exchange programmes outside Europe
- Before 1 May for ERASMUS + students in the first semester
- Before 1 November for ERASMUS + students in the second semester



DOCUMENTS TO BRING

- The student card of your home university or confirmation of enrollment from your home university
- The European Health Insurance Card or the equivalent form
- A clear photocopy of your ID card or passport - for students residing outside of the European Union, a passport with visa
- 2 passport photos
- A birth certificate translated into French (for the CAF).
- A medical certificate (useful to sign up for sports activities at the sports department)

 *Once you are in France, you must insure your accommodation and obtain a certificate of civil liability. This certificate is to be sent to the DREDI after your arrival.*

The Office of International Affairs will connect you with the exchange program coordinator in your department, who will help you with your study contract and your timetable. If you have difficulties during your stay, please contact the DREDI or the international relations coordinators on the different campuses.

The academic affairs service in your department will give you the schedule of classrooms and will help you to find your way about on the campus. You will also find the schedule in the virtual office (Bureau virtuel).

 *After the mobility stay: Back to your home university*

All students on exchange programmes must get the following documents:

- Certificate of stay (from DREDI)
- Transcript of records (from the department's academic affairs service)

> USEFUL CONTACTS

Mrs Priscilla EBAKA
Head of incoming mobility
(Erasmus+ & exchange programmes outside Europe)
☎ +33 (0) 3.26.91.83.59
✉ priscilla.ebaka@univ-reims.fr
mobilite.internationale@univ-reims.fr

On the “Croix Rouge” and “Moulin de la Housse” campuses, the international relations coordinators are available to assist you throughout your stay:

RELAIS RELATIONS INTERNATIONALES CAMPUS CROIX ROUGE

Bâtiment 18
Mrs Loubna AIT BELGNAOUI
☎ +33 (0)3.26.91.36.86
✉ loubna.ait-belgnaoui@univ-reims.fr

RELAIS RELATIONS INTERNATIONALES MOULIN DE LA HOUSSE

Bâtiment 1
Mrs Pascale CLIQUOT
☎ +33 (0)3.26.91.85.81
✉ pascale.cliquot@univ-reims.fr



> EXCHANGE PROGRAMME COORDINATORS

• CAMPUS CROIX ROUGE (REIMS)

FACULTY OF LITERATURE AND HUMAN SCIENCES

History, Geography, Modern and Classical Literature, French as a foreign language, Languages, Philosophy, Heritage, Psychology, Town planning, Music

↳ Mrs Frédérique DESBUISSONS
✉ frederique.desbuissons@univ-reims.fr

FACULTY OF LAW AND POLITICS

Law, international relations, politics

↳ Mr Antoine CHOPPLET
✉ antoine.chopplet@univ-reims.fr

FACULTY OF ECONOMIC, SOCIAL AND MANAGEMENT SCIENCES

Economics, Management, Marketing, Social sciences, Economic and social Admin., Public Admin.

↳ Mrs Delphine FERY
✉ delphine.fery@univ-reims.fr

• CAMPUS MOULIN DE LA HOUSSE / FARMAN (REIMS)

FACULTY OF EXACT AND NATURAL SCIENCES

Biology, Biochemistry, Earth and Environment, Mathematics, Exact Sciences, Engineering sciences, Physics-Chemistry, IT, Oenology

↳ Mr Frédéric DELACOUX
✉ frederic.delacoux@univ-reims.fr

STAPS (SPORT) FACULTY

Sports management, Ergonomics of sports and motor performance, Educ. and motor skills

↳ Mr Sébastien DUC
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VISA / RESIDENCE PERMIT

If you do not hold citizenship in any of the 31 countries within the European Economic Area (EEA), Andorra, Monaco, Switzerland, San Marino, or the Vatican:

To enter and stay in France for more than 3 months, foreign students are required to obtain a long-stay visa (D type). This visa is issued by the French consular authorities. The application should be submitted to the French Consulate or Embassy in your country of residence at least 3 months before departure.

To obtain your visa, you will need to provide the following documents:

- Proof of admission or preliminary enrollment at URCA
- Proof of resources (the minimum amount of financial resources needed is set by each French Embassy)
- Valid passport and proof of accommodation.

 *Students outside the European Economic Area (EEA) who have obtained a study visa must apply for a residence permit from the sub-prefecture of the département where their university site is located.*


The duration of validity for this temporary residence permit is linked to the validity of the passport and cannot exceed the duration of studies. It is initially valid for up to one year, with the possibility of renewal. Upon their arrival, concerned students must complete a residence permit application, which is then forwarded to the Office for Foreigners at the Marne sub-prefecture.

This procedure is no longer necessary for students who have a new long-stay visa - residence permit (VLS - TS). Holders of this type of visa must complete a certain number of formalities with the OFII (French Office of Immigration and Integration).

On the website of Campus France, you will find all the detailed information on the enrollment application and visas or residence permits:

 www.campusfrance.org/fr/visas-et-cartes-de-sejour

For other information about renewing your residence permit when you are in France:

 <https://www.univ-reims.fr/formation/scolarite/toutes-les-demarches-de-scolarite/renouvellement-de-titre-de-sejour/renouvellement-de-titre-de-sejour,22380,37163.html>



TUITION FEES AND THE COST OF LIVING

> TUITION FEES

Tuition fees are regulated each year. In addition to tuition fees which make it possible to enroll at our institution, students doing initial training will pay a student life and campus contribution (CVEC) to CROUS.

From the start of the 2019 academic year, non-European students who are enrolling for the first time in a higher education programme at university in France will have to pay annual tuition fees: €2,770 for a licence (degree) and €3,770 for a master's degree.

URCA has set up a partial exemption system which enables you to get the same tuition fees as European students since 2023.

● HOW TO PAY TUITION FEES?

Payment of tuition fees must be made on the day of your enrollment by bank or postal cheque, bank card (depending on the tuition), money order or in cash.

> STUDENT LIFE AND CAMPUS CONTRIBUTION

The student life and campus contribution (CVEC) is a contribution intended to promote the reception and the social, health, cultural and sports assistance of students and to support health prevention and education initiatives. Students will have to pay this contribution to CROUS.

For more information on CVEC :

📡 <https://cvec.etudiant.gouv.fr/>

This annual contribution will be €100 for all students.

Regardless of your status, you must visit the CROUS website to obtain a CVEC code, which is required for university enrollment.

ONLY 4 TYPES OF STUDENTS ARE EXEMPT

- Grant holders based on social criteria (and grants paid by the regions for students on paramedical, health and social courses) or beneficiaries of an annual allowance granted as specific annual grants
- Students with refugee status
- Students who have subsidiary protection
- Asylum seekers



INDIVIDUALS EXEMPT OF CVEC PAYMENT

- Interns/trainees pursuing Continuing education (when the internship/training is funded by an employer or a collecting organisation)



Students participating in an international exchange program in France (during a period of study mobility in France as part of an agreement between your home institution and a French higher education institution).

The CVEC code will be provided upon receipt of confirmation of CVEC payment for students or upon confirmation of exemption from CVEC for exempted students.

To obtain the CVEC code:

- Started from May 2024.
- Click on the following link:

<https://cvec.etudiant.gouv.fr/>

> COST OF LIVING IN FRANCE

To prepare your stay at URCA, consider the costs of moving in and the fixed costs for each month.

> MOVE-IN COST

- Deposit (fr. «Caution» or «Dépôt de garantie»): equivalent of one month's rent
- Health insurance for non-European students per year: free
- Home insurance in a university hall of residence per year: €20-60 (The cost depends on the type of your accommodation)
- Mobile phone and Sim Card: approx. €20
- Basic items (washing up liquid, cleaning products): €100

> MONTHLY COST (without APL and ALS)

- Accommodation in a university hall of residence: €230-400
- Studio or apartment in town: €300-500
- University meals (lunch only): €66 per month (= 20 meals x €3.30)
- Food: €100 - 150 per month (without university catering)
- Bus subscription: €29.70

Students receiving grants are strongly encouraged to ensure they have sufficient funds for the first month upon their return, as grants may not be disbursed immediately.





IV. ARRIVAL AT YOUR UNIVERSITY



ARRIVAL AT YOUR UNIVERSITY

HOW TO GET TO YOUR NEW CITY?

> ARRIVING BY TRAIN

- Three SNCF train stations in Reims:
 - > Town centre: regional trains and TGVs for Paris Gare de l'Est
 - > Franchet d'Esperey (near the Croix Rouge Campus and the Santé Campus): serves the Reims and Champagne-Ardenne TGV stations. By Regional Express Train (TER)
 - > Champagne-Ardenne TGV: 5 minutes from the centre of Reims by shuttle. It is directly connected to Paris Gare de l'Est (45 mins), Roissy Charles de Gaulle airport, Marne-La-Vallée / Chessy (Disneyland Paris), Strasbourg, Bordeaux St. Jean, Luxembourg, Lille Europe, Le Havre, Nantes and Rennes.
- The Troyes SNCF train station is connected to Paris Gare de l'Est by TGV (1h 30).
- The Charleville-Mézières SNCF train station is connected to Paris Gare de l'Est by TGV (1h 30).
- On the SNCF website you will find all connections, conditions and prices

 www.sncf-connect.com

> ARRIVING BY CAR

Reims: Reims benefits from a well-connected road and motorway network, making it easily accessible by car from Germany, Belgium, or Luxembourg. Situated along the A4 motorway, the city is just 1 hour and 15 minutes away from Paris.

Troyes: Troyes is conveniently located 1 hour and 15 minutes from Paris and 1 hour and 30 minutes from Reims. It is connected to both Reims and Dijon via the A26/A5 motorway.

Charleville-Mézières: Positioned near the French-Belgian border, Charleville-Mézières is linked to Reims by the N51 and the A34. It is approximately 1 hour away from Reims.

> ARRIVING BY PLANE

- There are 4 airports which you can use to get to Champagne-Ardenne
 - > Paris-Orly (South of Paris),
 - > Roissy-Charles de Gaulle (North of Paris),
 - > Beauvais-Tillé (100 km North of Paris),
 - > Paris-Vatry (70 km South of Reims).



- RER B connects Orly and Roissy airports to Gare du Nord in Paris. There are regular trains from Gare de l'Est to the cities in the Region (see arriving by train).

- A direct TGV connects Charles de Gaulle airport (Roissy-CDG) to the Champagne-Ardenne train station (Reims). You can also go to the Gare de l'Est and take a train to Reims, Troyes or Charleville-Mézières.

For more information:

📶 www.parisaeroport.fr

- From Beauvais-Tillé airport, you can go to Gare du Nord in Paris or take the bus to Porte Maillot in Paris.

📶 www.aeroportbeauvais.com

➤ ARRIVING BY BUS

- Several transport companies such as Ouibus and Flixbus connect to all the major European cities. If your city of departure is not connected to the destination city, you can always go to a nearby city (Paris, Metz, Dijon, etc.). You will find all the connections, prices, departure and stop-off points on the websites of these companies:

📶 www.ouibus.fr / www.flixbus.fr / www.eurolines.fr



ACCOMMODATION

> ACCOMMODATION AT CROUS

University residence halls, commonly known as CROUS residences, are overseen by Regional Student Housing Centers (CROUS).

This option offers the most affordable student housing.

These residences primarily cater to students with limited financial resources. Numerous residences are situated across various districts of Reims, Troyes, Châlons-en-Champagne, and Charleville-Mézières.

You can access a map of the residence halls along with descriptions of each on:

📶 www.crous-reims.fr/logements/cartes-des-residences/



FOR NON-EXCHANGE INTERNATIONAL STUDENTS

STEP 1

You must first enroll at the University of Reims Champagne-Ardenne.

STEP 2

Follow the instructions on the website:

📶 www.crous-reims.fr/logements

To view and request accommodation through CROUS: complete all the steps and look carefully at the answers you receive by e-mail.

👁️ *To secure accommodation, you need a resident guarantor from the European Union who will complete the joint and several guarantee. If you lack a guarantor, you can obtain a free rental guarantee through Visale at:*

📶 www.visale.fr

- If there is an accommodation offer, you will have to pay a reservation fee corresponding to a security deposit on a secure website.
- You may also consider accommodation options where you reside with private individuals, accessible through the website:

📶 www.lokaviz.fr





FOR EXCHANGE STUDENTS (ERASMUS+, ETC.)

STEP 1


You must enroll at the University of Reims Champagne-Ardenne.

STEP 2

Follow the instructions on the website:

 www.crous-reims.fr/logements

To view and request accommodation through CROUS: Complete all the steps and read carefully the answers you would receive by e-mail.

 *For students at the University of Reims Champagne-Ardenne, the DREDI of URCA notifies CROUS about students applying for accommodation. CROUS then sends an accommodation application to complete (do not send it a second time if you have already done it yourself).*

- Sending the application does not mean that you will surely have accommodation. You need to wait for a reservation certificate. This document specifies the name and contact details of the residence in which you are staying.

To access accommodation, you must have a resident guarantor from the European Union who will fill in the joint and several guarantee. If you don't have a guarantor, get a free rental guarantee with Visale on www.visale.fr

- Once you have received this document, contact the residence to set the terms of reception (payment and formalities on arrival).
- If your application is complete and accommodation is available, you will receive **confirmation of the reservation** that will be useful if you have to prove you have a residence to obtain a visa.

DOCUMENTS TO PROVIDE UPON YOUR ARRIVAL IN YOUR UNIVERSITY ROOM:

- A copy of the student card from your home university
- passport or identity card for Europeans
- 2 passport photos
- A deposit with RIB (bank details)
- The home insurance certificate (before receiving the key to your room, you must take out home insurance).

Source : Crous de Reims






> OTHER ACCOMMODATION OPTION

PRIVATE STUDENT RESIDENCES

Numerous private student residences welcome foreign students. Rent for a room or apartment is typically higher than in CROUS university halls of residence due to the collective services included in the rental agreement, such as laundry, internet, gym access, etc. These residences provide well-appointed furnished rooms or studios, which can serve as a temporary or longer-term solution, depending on your budget.

You can explore a wide range of accommodation options in Reims at:

 www.reims-tourisme.com/hebergements

 *The MGEL has set up an agreement with the URCA and has 3 residences in Reims (Laudine, Quai 207 and Les Bulles) which can accommodate nearly 600 students each year.*

More information on: www.mgellogement.fr/residences-etudiantes/index-REIMS.php

PRIVATE ROOMS AND APARTMENTS

- If you are unable to secure student accommodation through CROUS or a place in a university dormitory, you can explore options in the private sector. This may involve renting from a private individual or through a real estate agency. Renting directly from a private landlord by contacting owners online, through classified ads, or via a real estate agency could be a suitable option. Various websites aggregate listings for apartments or studios available for rent from private owners, as well as flat-sharing opportunities (renting with multiple occupants in an apartment). This method is widely used in France to find long-term housing solutions.
- Most private landlords typically prefer to meet prospective tenants in person, making it advisable to schedule visits once you arrive in France. You can reach out to them via email or phone to arrange an appointment and visit the chosen apartment or studio.
- **Co-renting**, often favored by international students, can be a beneficial option. In this arrangement, you'll share accommodation with other local or international students. The advantages include developing your adaptability skills, accessing larger living spaces, splitting costs, and expanding your social circle by meeting new people.



STUDENT ACCOMMODATION AT SOMEONE'S HOME

- Staying with a host family for student accommodation offers a practical and cost-effective solution, as well as an ideal opportunity to practice your French. Typically, this involves a private room within a house or apartment.
- Certain host families provide student accommodation in exchange for services, with modest or even free rent. To be eligible, you may be required to perform various tasks such as housework, childcare, and other responsibilities.
- Intergenerational student accommodation, organized by associations, offers the opportunity to rent a room in the home of an elderly person at a reduced rate. In exchange, you are expected to spend a few hours each week keeping your host company.

ARRIVING IN REIMS WITHOUT ACCOMMODATION

- If necessary, during the first few days after your arrival, the international residence center in Reims can serve as an affordable alternative.

📡 www.cis-reims.com

ATLAS DU LOGEMENT

Le Grand Reims and Ardenne Métropole offer a housing atlas which lists all the housing possibilities in the different university towns:

📡 https://www.univ-reims.fr/media-files/33414/atlaslogementetudiant2021_vs.pdf#atlaslogementetudiant2021_vs.pdf





> ACCOMMODATION ASSISTANCE

Accommodation expenses often constitute the largest portion of a budget. To ensure access to accommodation for all, France has established a housing assistance system. These grants are administered by the Caisse d'Allocation Familiale (family benefits office).

 www.caf.fr

Depending on your rented accommodation type, income, and household composition, you may be eligible to apply to the CAF for one of the three housing benefits available under this program.

1/ CUSTOMIZED HOUSING ASSISTANCE (APL)

Customized Housing Assistance (Aide Personnalisée au Logement or APL) is available for individuals renting «subsidized» accommodation, where the landlord has entered into an agreement with the state regarding rent adjustments, comfort standards, etc. This can apply to both furnished and unfurnished apartments or studios. To determine if your accommodation qualifies, you should contact your landlord.

2/ FAMILY HOUSING ALLOWANCE (ALF)

The Family Housing Allowance (Allocation de Logement à caractère Familial or ALF) is designed for individuals who do not qualify for APL and who:


- have children (born or about to be born) or one or more other dependants
- or have been married for less than 5 years (the marriage must have taken place before the 40th birthday of each spouse)

3/ SOCIAL HOUSING ALLOWANCE (ALS)

The Social Housing Allowance (Allocation de Logement Social or ALS) is available to individuals who do not qualify for APL or ALF. It is frequently awarded to students and can cover various types of accommodation, including a room in a private home or university hall of residence, a studio, an apartment, or a house.

Housing benefits are paid under income conditions and based on the make-up of your home. In any case, your main residence must be located in France.

You can simulate the amount of your Accommodation Assistance on the CAF's website.

 <https://wwwd.caf.fr/wps/portal/caffr/aidesetservices/lesservicesenligne/estimervosdroits/lelogement>

Requests for accommodation allowance must be made to the CAF using the online form

 www.service-public.fr/particuliers/vosdroits/R1292



> ACCOMMODATION - PRACTICAL INFORMATION

THIRD-PARTY LIABILITY

In France, individuals who cause damage, whether through negligence or misconduct, are legally obligated to compensate the victim. You may also be held responsible for damage caused by individuals, animals, or objects under your care. To ensure that compensating victims does not directly fall on you, it's necessary to have previously obtained «third-party liability coverage» (French: garantie responsabilité civile) from an insurer or mutual insurance company. It's worth noting that some insurance policies, especially home insurance, already include third-party liability coverage. If you are not already covered, you must acquire a third-party liability insurance policy from a private insurance provider.

HOME INSURANCE

Depending on the type of accommodation you've selected, a multi-risk household insurance policy (French: assurance multirisques habitation) will be necessary. This insurance is compulsory and allows you to protect against various risks that may affect your home, such as fire or water damage. It can be obtained from a mutual insurance company, a bank, or a private insurer, and must be provided to the landlord when you move into the property.

NOTICE

Remember to adhere to the notice periods (French: délais de préavis) when vacating your apartment!

If you reside in a CROUS university hall of residence, you must provide notice one month before your departure date.

GUARANTOR

Also referred to as «Deposit from a third party» (French: Caution d'un tiers), the guarantor (French: garant) is an individual or entity who provides a guarantee and agrees to pay the rent on behalf of the tenant if the tenant fails to do so.

Typically, landlords require the guarantor to be a resident of the European Union with a monthly income at least three times the rent amount. However, this requirement can be negotiated with the landlord if your net monthly salary exceeds three times the rent excluding charges. If you do not have a guarantor and are under 30 years old, you can obtain the VISALE guarantee.

VISALE

The Visale rental deposit is a deposit provided by Action Logement to a tenant, covering the rent and rental charges for the primary residence in the event of non-payment.

📶 www.visale.fr






INVENTORY

Upon departure, you must also conduct an inventory (fr. 'État des lieux') to assess any damage to the apartment in the presence of the owner.

If damage is found, the owner will utilize the deposit to cover repair expenses; if no damage is identified, the deposit will be refunded. This document, signed by both the owner and the tenant, details the condition of the apartment room by room at the time of moving in (initial inventory).

 You should document any issues noticed (such as the condition of floors, ceiling, letterbox, heating, taps, and other amenities).

If any defects are discovered after the inventory, notify the landlord via registered mail with acknowledgment of receipt within a few days of moving in (within 21 days).

Upon leaving the property, an inventory is conducted in the presence of both the owner and the tenant to assess any damage to the apartment. If damage is found, the owner may use the deposit to cover repair costs; if no damage is noted, the deposit is returned to the tenant.

THE SECURITY DEPOSIT

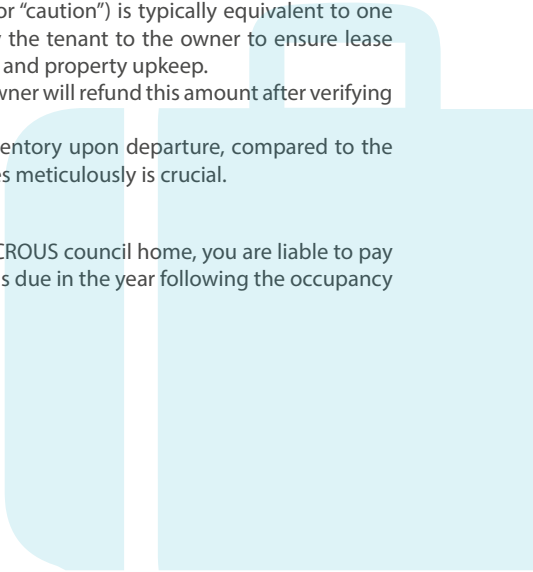
The security deposit (fr. "dépôt de garantie" or "caution") is typically equivalent to one month's rent without charges and is paid by the tenant to the owner to ensure lease compliance, including regular rent payments and property upkeep.

Within two months of the lease ending, the owner will refund this amount after verifying the property's condition.

Any damage will be assessed during the inventory upon departure, compared to the initial inventory. Conducting these inventories meticulously is crucial.

RESIDENCE TAX

If you reside in private accommodation or a CROUS council home, you are liable to pay residence tax (fr. 'Taxe d'habitation'). This tax is due in the year following the occupancy



HEALTH AND SOCIAL SECURITY COVER

> WHAT IS SÉCURITÉ SOCIALE?

In France, Sécurité Sociale is the social security institution responsible for reimbursing a portion of healthcare expenses. The department overseeing our area is managed by the Caisse Primaire d'Assurance Maladie (CPAM).

For more information:

www.ameli.fr/marne/assure/droits-demarches/etudes-emploi-retraite/etudiant/vous-venez-etudier-en-france

FOR EUROPEAN STUDENTS

If you are a national of a European Union or European Economic Area member state, you can obtain the European Health Insurance Card (EHIC), known as Carte Européenne d'Assurance Maladie (CEAM) in French. This card allows you to access public healthcare services in France, including visits to doctors, pharmacies, hospitals, or free clinics. Any healthcare expenses incurred can be reimbursed immediately or upon your return to your home country.

You must apply for the EHIC through your health insurance provider before your departure. The EHIC is free of charge and valid for one calendar year (or longer, depending on your country of origin).

Since Social Security doesn't cover all medical expenses (it typically covers up to 70% of your healthcare costs), it's recommended to enroll in a student mutual insurance scheme (also known as top-up insurance). Additionally, remember to select a primary care physician (referred to as a referring doctor of your choice) and register them with your Social Security provider.

WATCH
THE SÉCURITÉ
SOCIAL TUTORIAL

by Campus France



FOR NON-EU STUDENTS

Once you've enrolled at URCA, it's essential to register with Social Security immediately. This registration is both mandatory and free of charge, allowing you to receive reimbursement for your health expenses.

 *To sign up for student social security : <https://etudiant-etranger.ameli.fr/#/>*

After completing the registration, make sure to save the temporary social security number provided by the website and download your provisional Social Security registration confirmation. You can submit any missing supporting documents in your personal area. Once your registration is validated by your Caisse Primaire d'Assurance Maladie or CPAM (Primary Health Insurance Fund), you can download the final confirmation of your Social Security registration (confirmation of your rights).

If you have not been able to register online, call 36 46 (service €0.06/min + price of a call). If necessary, a call advisor will answer you in English.


> THE MUTUAL INSURANCE FUND

A mutual or supplementary health insurance fund will cover some or all of the remaining costs after Social Security reimbursement for medical fees. Special student offers are available for around €120 per year. You can obtain supplementary health insurance from student mutual insurance organizations or certain banks that often provide mutual insurance policies:



 MGEL: www.mgel.fr



 LMDE : www.lmde.fr

> CARTE VITALE

Non-European students registered with the Caisse Primaire d'Assurance Maladie (CPAM) can apply for a «Carte Vitale.» You must present it to healthcare professionals each time you visit to facilitate quick refunds.


If you haven't received your Carte Vitale yet, you should bring a temporary certificate to the doctor for reimbursement after a medical examination or pharmacy purchase. Initially, you'll need to pay for the consultation and then submit the treatment form to both your CPAM and your mutual insurance fund.



> MEDICAL CONSULTATIONS

In France, medical consultations are free. You can choose the general practitioner or specialist you prefer. You can find a list of doctors, dentists, etc., along with their contact information, at URCA's infirmary, pharmacies, in the telephone directory, or on the website.

 www.pagesjaunes.fr

 *When scheduling an appointment, it's important to inquire whether the doctor participates in the Social Security scheme. If the doctor you select isn't part of the scheme and doesn't have a fixed fee, you might end up paying additional charges that aren't covered by Social Security.*

You will find the rates used by doctors below:

- Social-security approved doctors (fr. *médecins conventionnés*) ask for €25 for a consultation, and Social Security reimburses 70% (€15). Your mutual fund reimburses the rest. However, €1 must be paid by the patient.
- A consultation with social-security approved doctors with extra fees cost more than €25, and while Social Security always reimburses 70% (€15), the rest is reimbursed on the basis of the conditions of your mutual insurance and €1 remains the responsibility of the patient
- Visits to doctors who are not approved by social security (fr. *médecins non conventionnés*). are not reimbursed.

Rates are higher on weekends, on public holidays, at night and for home visits.

FOR EUROPEAN STUDENTS WHO HAVE THE EUROPEAN HEALTH INSURANCE CARD

When visiting the doctor, remember to bring your European Health Insurance Card. You'll need to pay for the consultation during your visit, but you'll be reimbursed in your home country with this document. Make sure to submit the completed prescription and receipts for any medicines purchased to your social security for reimbursement.

 *Do not forget to keep the receipts!*

If you wish to be reimbursed in France before your return, you'll need to visit the social security center with the medical expenses claim form, pharmacy receipts, and your European Health Insurance Card. Upon submission, you'll receive reimbursement based on the social security reimbursement rates applicable in your country.

> STUDENT SOCIAL SERVICE

URCA's social service is an essential component of SUMPPS and is tasked with listening to, advising, and supporting students to foster individual and social success. The university's social service operates within SUMPPS at two locations:

MOULIN DE LA HOUSSE CAMPUS

For students on Science faculty, STAPS, IUT, ESI and CIEF courses

Mrs HAUTAVOINE Social Worker

☎ 03 26 91 82 42

✉ sumpps.mdh.as@univ-reims.fr

CROIX-ROUGE CAMPUS

For Literature and Human Sciences faculty, PACES, Eco Science degree and IRTS students

Mrs SZEWCZYK Social Worker

☎ 03 26 91 38 81

✉ sumpps.ccr.as@univ-reims.fr

👁 *URCA students enrolled on other courses must contact CROUS.*

📡 <https://www.crous-reims.fr/action-sociale/rencontrer-une-assistante-sociale/>

> PHARMACY

There is always a pharmacy open on Sundays. To find the address of the nearest pharmacy to you, call 3237.


> ER

You will have to pay the visit to the ER. Important! Hospital costs are higher.



BANK ACCOUNT

It's recommended to open a bank account as soon as you arrive if you plan to receive housing benefits and social security reimbursements. You can inquire with your bank in your home country if it has partnerships in France. This will streamline the process of opening an account in France, and transactions will be more convenient as transfers between affiliated foreign banks are often less expensive.

 *It's recommended to compare the various services provided by banks. Some offer special deals (such as free or discounted bank cards, loyalty rewards, reimbursement of transportation subscriptions, etc.) tailored to students or individuals under 25 years old.*

Upon opening your account, you'll receive a chequebook and a bank card.

Chequebooks are typically provided at no cost, unlike bank cards, which may incur an annual fee of €30 to €40 (although bank cards are often free for students).

Transferring funds between different French banks usually involves fees, except for online transfers, which typically range from €0.60 to €4. Alternatively, paying by cheque is a common method in France for purchases, rent, or bills.

If you spend more than your account balance, you'll incur overdraft fees, known as «agios,» which can be quite high. Additionally, withdrawing money from ATMs of other banks may not be free after a certain number of withdrawals



TRANSPORT

> À REIMS

In Reims, urban transport is managed by the GRAND REIMS MOBILITE network

GRAND REIMS MOBILITE

28 A boulevard Joffre, 51 100 Reims (next to the Reims train station)

Opening hours: Monday to Friday, from 7:30 a.m. to 7:30 p.m.

and Saturday from 10 a.m. to 5 p.m.

☎ 03 26 77 78 79

✉ contact@grandreims-mobilites.fr

🌐 www.grandreims-mobilites.fr/

Buses and trams operate in general 7 days a week (see timetables on website)

All tickets can be purchased and recharged at the Grand Reims Mobilités Boutique, tram station distributors, and authorized retailers. Single tickets and packs of 10 tickets can also be bought on buses.

All subscriptions can be purchased and recharged at the Grand Reims Mobilités Boutique. The subscription is available on a Grand R card, a University of Reims Champagne-Ardenne student card, or the KIF&GO app. It allows unlimited travel for 30 days if you choose the monthly subscription, or for one year if you choose the annual subscription, starting from the first validation across the entire Grand Reims Mobilités network (bus, tram, TAD).

A ticket (bus-tram) remains valid for one hour from the first validation. Connections are unlimited, and round trips are permitted on the same line. Validation is mandatory for each boarding of buses and trams, including transfers.

> PUBLIC TRANSPORT IN TROYES AND CHARLEVILLE-MÉZIÈRES

In Troyes, the TCAT (Troyes Conurbation Public Transport) serves the city and communes around Troyes;

In Charleville-Mézières it is the TAC (Charleville-Mézières Conurbation Public Transport).

You will find all rates and itineraries on the websites:

🌐 www.tcat.fr

🌐 www.bus-tac.fr



> CAR-SHARING

Car-sharing is the collaborative and organized use of a vehicle by a non-professional driver and one or more passengers to share a journey, as opposed to hitchhiking. This arrangement allows passengers to, for instance, reduce fuel expenses, share the journey with others, or save time if they lack transportation options.

On the following websites you can search for routes or suggest a route that you will do with your vehicle (non-exhaustive list):

📶 www.blablacar.fr / www.roulezmalin.com / www.idvroom.com
www.laroueverte.com / www.mobicoop.fr / etc.

> TRAVELLING BY TRAIN

👁️ *When you take the train, don't forget to stamp (validate) your ticket at one of the yellow terminals before going onto the station platform.*

The travelers' schedule, accessible in train stations and SNCF stores, differentiates between «blue» and «white» periods, each with varying prices. During «blue» periods, young people under 26 years old are eligible for a 25% discount on regional express trains (TER).



> SNCF YOUTH CARD

Individuals under 28 can benefit from discounts with the 12-27 card, applicable even for trips abroad. Priced at around €50, it can be purchased online, at a station ticket office, or at the SNCF shop. With this card, you can avail of a 30% reduction during certain periods of the year and 25% off for international travel.

📶 <https://www.sncf-connect.com/app/catalogue/description/carte-avantage-jeune>

> TRAVELLING BY BUS

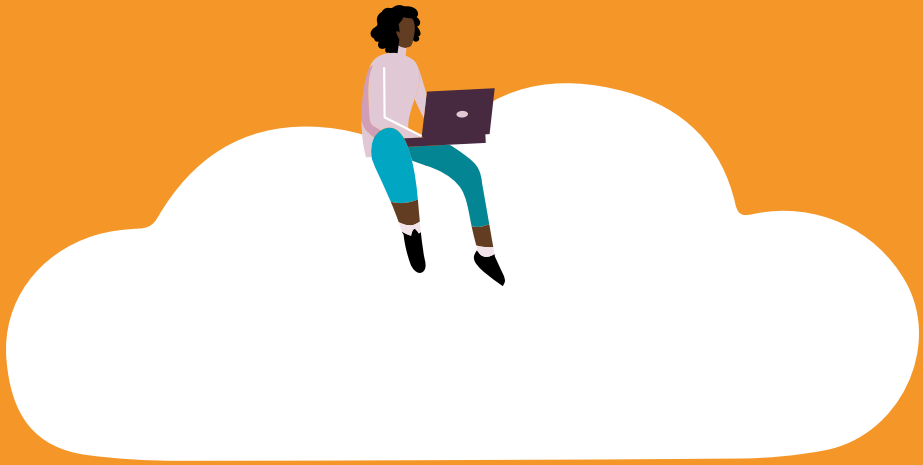
STDM (Société de Transports Départementale de la Marne) manages transportation in the region. Departures are frequent between major cities in Champagne-Ardenne. You can check schedules and fares on the website:

📶 www.stdmarne.fr

Reims is well connected to many European countries. You can buy the ticket online on the websites:

📶 www.eurolines.fr / www.ouibus.fr / www.flixbus.fr





V. UNIVERSITY
LIFE SERVICES



UNIVERSITY LIFE SERVICES

DIGITAL TOOLS

> VIRTUAL OFFICE

The Virtual Office is the personalised digital work environment for URCA students and staff.

It gives access to various information:

- Academic (students) or administrative (staff) files
- Calendar / timetables
- News (personalised)
- Grades
- Exam timetable
- Online lectures
- Library portal
- Messaging service
- Directory

To directly access the virtual office:

📶 www.ebureau.univ-reims.fr



> WIFI

The University of Reims Champagne-Ardenne wifi covers all Champagne-based campuses. 2 networks are available: Eduspot and Eduroam.



This WiFi network is available to staff and students of higher education institutions, as well as guests of URCA staff. To access the portal, simply connect to a terminal of the eduSpot type, open your browser, and follow the instructions.



The Eduroam service is designed to offer secure wireless Internet access to staff and students of higher education and research institutions when they are traveling abroad.

> MULTI-SERVICES CARD

URCA is one of the few universities in France to offer its students a personalised, digital card giving access to various services such as:

- public transport,
- CROUS university canteens,
- various services related to life at the University,
- borrowing university library books or other materials,
- registration for sports activities (SUAPS) with more than 60 activities on offer,
- from the start of the school year, to printing and photocopying at the university library.

This card is the real digital passport for students and staff.

The IZLY electronic payment system used by CNOUS also enables the multi-services card to manage access to URCA's services and to pay for transport services managed by Transdev Reims.

In addition to confirming your enrollment at URCA, the multi-service card allows you to get various discounts because you have student status: discounts at swimming pools and arts venues, free admission to some museums, etc.

The multi-service card functions as an online account for CROUS services, allowing payment for meals over a span of three years. Recharging options include the IZLY smartphone app or cash exchange at designated ISLY recharge points in Restos'U. This convenient and secure service is expected to greatly benefit users of the 5 Resto'U and 7 cafeterias in Reims, where 500,000 meals are served annually.

For access to the GRAND REIMS MOBILITE network, the multi-service card may - as soon as it is issued - be charged with transport tickets at a ticket machine (DAT), a tram station or at the GRAND REIMS MOBILITE. In this Boutique, you can also charge an annual subscription or a 30-day subscription.



> STUDENT CARD

Upon enrollment, you'll receive a password for accessing the University's WiFi network and a URCA email address. Regularly checking your URCA inbox is crucial, as important communications are sent via email. Your student card grants access to various university services like the canteen, sports, cultural activities, and library, as well as providing discounts for shows, cinema, transport, and more.

UNIVERSITY CANTEENS (RU)

At CROUS cafeterias and canteens (known as Restaurants Universitaires or RU), you can enjoy a full meal for just €3.25, offering a wide selection of menus including a starter, main course, bread, cheese or yogurt, and dessert.

There are various menu options available, such as full meals, pizza or fresh pasta, and «sandwich + drink + dessert» combos.

Additionally, you'll find a range of pastries, snacks, breakfast items, fast food, sandwiches, beverages, and vending options available throughout the day at most locations.

From 2020-2021, €1 meals for students with scholarships.



To improve everyday life and to the delight of your taste buds, university canteens will offer monthly themed menus from the start of the academic year. You will find the menus of the Jean-Charles Prost canteen (Croix-Rouge Campus), the Moulin de la Housse canteen and the Santé Campus on the CROUS website:

📶 www.crous-reims.fr/restauration

You can pay with the «carte izly» (student card):

📶 www.crous-reims.fr/restauration/izly-paiement-sans-contact/comment-activer-mon-compte-izly/

👁️ *During holidays, opening times may be changed.*

See where the different canteen sites are located

📶 www.crous-reims.fr/restauration/site-de-restauration/

LA MAISON DES LANGUES

The Language Center, known as the Maison des Langues, combines the CEREL (Resource Center and Language Departments) with the CIEF (International Center for French Studies). Its goal is to foster and advance language learning at URCA.

- The primary role of the CIEF is to provide linguistic and cultural preparation for non-French-speaking students, facilitating their integration into the educational programs offered by various departments (faculties, institutes, schools) of the University. Additionally, it caters to internationally mobile students and offers training in French for all staff seeking language instruction. The CIEF is situated on the Moulin de la Housse campus (Faculty of Sciences) in Building 5ter.

📡 <https://www.univ-reims.fr/cief/accueil/bienvenue-au-cief,24102,39642.html>

👁️ *Students on exchange programmes sit a knowledge assessment test during an integration week at the end August and can take free French lessons at CIEF from Monday to Thursday, from 5:00 p.m. to 7:00 p.m.*

✉️ maisondeslangues@univ-reims.fr

- The CEREL, on the other hand, caters to students and staff aiming to enhance their proficiency in foreign languages.

Currently, the CEREL operates two language centers in Reims (Croix-Rouge campus and the Moulin de la Housse campus) and a smaller branch in Chaumont.

Additionally, a new center will soon be inaugurated on the Moulin Leblanc campus in Charleville-Mézières, with plans for additional centers at the Health center and off-site locations.



UNIVERSITY LIBRARY (BU)

The University library (Bibliothèque Universitaire or BU) is dedicated to implementing the University's documentation policy, tailored to meet the needs of teaching and research. The BU spearheads a development project centered on three key areas:

- Enhancing reception and research conditions through service and collection reorganization in two construction projects.
- Enhancing user services by implementing a documentation methodology training policy and expanding collections for L cycle students.
- Establishing a documentation policy tailored to research modernization, including the implementation of a documentation information system.

MISSIONS

- to acquire, process and communicate scientific documentation.
- train users on the documentation research methodology.
- participate in the production, dissemination and promotion of scientific and technical information, as well as cultural, scientific and technical activities.

More information on:

📶 www.univ-reims.fr/bu



STUDENT LIFE

The Student Life Office (BVE) is dedicated to fostering student engagement and enriching student life across all URCA campuses.

Serving as the primary liaison for URCA student associations, it provides support and guidance throughout their administrative processes.

Open to all students, the office plays a key role in their reception, integration, and addressing any inquiries they may have.

Central to its mission is the assistance and guidance offered to student associations, from their establishment to ongoing support. This includes overseeing various activities such as venue allocation, subsidy requests, and project development, making it the pivotal link between the university and student-led initiatives.

✉ bve@univ-reims.fr

📷 [@bveurca](https://www.instagram.com/bveurca)

📘 [@BVEURCA](https://www.facebook.com/BVEURCA)

STUDENT PROJECTS

In charge of the Solidarity and Development of Student Initiatives Fund (FSDIE), the BVE is committed to helping all student associations to set up their different projects. It assists them in their efforts and personally considers any application for a subsidy submitted to the university.

CULTURE

THE UNIVERSITY CULTURAL ACTION SERVICE (SUAC)

This URCA service oversees cultural activities and presents an annual artistic and cultural program encompassing theatre, music, philosophy, and poetry. Events are frequently held at Villa Douce, the University's Presidential residence.

✉ suac@univ-reims.fr

📷 [@suac_culture_reims](https://www.instagram.com/suac_culture_reims)

📘 [@SUACcultureReims](https://www.facebook.com/SUACcultureReims)

<https://www.univ-reims.fr/vie-des-campus/culture/actusuac,10229,18310.html>

CROUS CULTURAL CENTRE

Situated at the core of the Croix-Rouge campus, the CROUS cultural center strives to cater to your artistic interests and provide a break from your studies by hosting various shows and concerts throughout the year. Additionally, many of the SUAC artistic practice workshops take place at the CROUS cultural center.

✉ centre-culturel@crous-reims.fr



SPORT

- SUAPS

The University Sports Service (SUAPS) offers a wide range of sports activities, ranging from traditional to innovative practices, both indoors and outdoors, supervised or open access, suitable for all levels.

If you want to experience these activities in a competitive environment (whatever the level, local, regional, national or international), all you have to do is bring all the documents requested on the URCA sports association membership form to SUAPS and

SPORT OFFERS BY SUAPS

• PACK SPORT CAMPUS

> Activities are available here.

> Activities accessible to URCA students upon presentation of their student card.

• PACK SPORT CAMPUS +

Tennis (free practice), Weightlifting and Cardio Space (gym), Cross Training, Gymnastics, Golf, Introductory Diving, Beginner Horseback Riding, Swimming (access to Reims city pools).

All for just 29 euros per year!

CONTACT SUAPS

Bâtiment 19a / Campus Moulin de la Housse

03.26.91.34.17

✉ suaps@univ-reims.fr

📷 [@suapsreimsurca](https://www.instagram.com/suapsreimsurca)

- AS URCA

The AS URCA is a student sports association offering quality supervised training to all URCA students as well as the opportunity to participate in university-level competitions in various championships (academic, local, national, France, ...).

SPORT OFFERS BY AS URCA

Rugby, Judo, Climbing, Basketball, Handball, Football, Full-contact, Volleyball, Cheerleading, Badminton, Futsal,...

TO SIGN UP:

👁️ <https://application.clickasso.fr/public/ASURCA>

> Membership fee: €30; if you are eligible for the Jeun'est sports offers: €20.

> A school certificate, and a medical certificate dated within the last 3 months will be required for registration.

CONTACTS AS URCA

Local situated on the Moulin de la Housse campus inside the University Gymnasium.

✉ asso-asurca@univ-reims.fr

📷 [@as_urca](https://www.instagram.com/as_urca)





ENTREPRENEURSHIP

The CRÉATIV'LABZ, the incubator of the University of Reims Champagne-Ardenne, provides all the professional assets needed to take action and start a business: methodology, advice, coaching, project grants, facilities, experts, mentors, networks, course adjustments... A comprehensive set of services to accelerate projects or validate ideas.

Since its creation in September 2015, the CRÉATIV'LABZ has welcomed over 400 students from all fields and disciplines at URCA and supported the creation of 50 young companies. Here, all themes, businesses, and projects are listened to: from cultural entrepreneurial projects to the creation of innovative startups.

With two locations on the campuses of Reims, the CRÉATIV'LABZ facilitates networking, provides workspaces, coworking spaces, offices, coaching & methodology, expert and funding searches, incubation programs, and more.

More information on:

 www.univ-reims.fr/creativ-labz

DISABILITY

The Disability Mission supports and assists all students with a disability at URCA. It welcomes and accompanies students throughout their university course.

 handicap@univ-reims.fr



SOCIAL SERVICE

THE UNIVERSITY PREVENTIVE MEDICINE AND HEALTH PROMOTION SERVICE (SUMPPS)

THEIR MISSIONS:

- To support students in adapting to university life, their studies, and the development of their career goals.
- To contribute to the prevention of academic failure and its consequences by monitoring students and educating them about life and responsibility, taking into account the social dimension of health.
- To assess all situations of students in difficulty and provide an appropriate response. In all cases, to inform and guide students to the relevant services.

The SUMPPS can be contacted by email.

Send an email to the assistant in your area of study (see below), making sure to explain your situation and provide your contact information (name, address, email, phone).

Depending on your situation, the assistants will respond by email or phone and may, if necessary, offer you an appointment.

To meet the assistants, see the list below:

CAMPUS MOULIN DE LA HOUSSE

Applies to students in the UFR Sciences, STAPS, IUT, ESI, CIEF, ESINE, INSPE (scientific subjects), CNAM with student status, CUPGE.

Marie-Françoise HAUTAVOINE

✉ sse.mdh.as@univ-reims.fr

CAMPUS CROIX- ROUGE

Applies to students in the UFR Letters and Humanities, Medicine, Pharmacy, Dentistry, INSPE (other subjects).

Cindy SZEWCZYK

✉ sse.ccr.as@univ-reims.

URCA students enrolled in other courses should contact the CROUS:

📡 www.crous-reims.fr/action-sociale/rencontrer-une-assistante-sociale/





VI. CAMPUS LIFE





CAMPUS LIFE

CALENDAR OF EVENTS

> THROUGHOUT THE YEAR

BUDDY SYSTEM

Student sponsor programme: The Buddy System (sponsor programme) puts a foreign student in contact with an URCA student to facilitate the integration of a new student during their first weeks at URCA.

📡 Registration on: <https://buddysystem.eu/fr/>

BUDDY FAMILY

To help new international students overcome integration challenges and gain insights into French culture, URCA invites its faculty and staff to extend hospitality by inviting international students to share a meal, engage in activities like snacks, walks, or outings, or spend time with their families.

📡 Registration on: www.univ-reims.fr/buddyfamily

LINGUISTIC TANDEM

The «linguistic» tandem method involves two individuals conversing to enhance their proficiency in a foreign language. This approach aids in advancing language skills, particularly oral expression, preparing for overseas stays, fostering connections with individuals from diverse cultures and countries, and cultivating intercultural awareness and sensitivity.

📡 Registration on: www.univ-reims.fr/tandemlinguistique

EURAXESS WELCOME EVENTS

The EURAXESS services center will host various reception and integration events for foreign teacher-researchers and doctoral students throughout the year. Activities will include icebreaker games, city tours of Reims, participation in the Cultures en Fête intercultural day, and more.

📡 Mandatory registration on: www.univ-reims.fr/euraxessevents



> 1ER SEMESTER

AUGUST

• GUICHET UNIQUE

From Monday, August 26, 2024, to Friday, September 27, 2024, from 9:00 AM to 12:00 PM and from 1:00 PM to 4:30 PM.

The Guichet Unique (located at Espace Reims Campus) is the first point of contact for international students pursuing a degree at URCA and all services related to student life.

• WELCOME WEEK 2024

From Monday, August 26th to Friday, August 30th, 2024.



Welcome days are organized for all exchange students. Free French classes are held every morning, and cultural activities are organized in the afternoons to explore the university campuses, the city, and the region.

SEPTEMBRE

• FOIRE DE CHÂLONS

From August 30th to September 9th, 2024

The essential event marking the start of the economic, political, social, and commercial season. The University of Reims Champagne-Ardenne and its partners from the network of higher education and research institutions in Champagne-Ardenne will be present at this event with a stand reflecting their dynamism, territorial involvement, and joint commitment to a strong project for higher education and research.

 <https://foiredechalons.com/>

• STUDENTS WELCOME DAYS #TVDC #TAVIEDECAMPUS

From 23 to 26 September 2024

Welcome to international students! Come and meet the various university services (sports, culture, health, orientation, etc.), as well as student associations and URCA partners. It's a festive and informative week to kick off the year ready to go. There will be activities throughout the week, including concerts, exhibitions, quizzes, a young talent showcase, and special events for welcoming international students!

OCTOBER

• SUNNY SIDE FESTIVAL

From Tuesday, October 8th to Sunday, October 13th, 2024

It offers numerous concerts and other events celebrating Great Black Music culture, held in various locations across Reims such as La Cartonnerie, La médiathèque Falala, and le Cellier.

📡 <https://www.reims-tourisme.com/les-grands-evenements-remois/>

• REIMS CHAMPAGNE RUN (VILLE DE REIMS)

Sunday, October 13th, 2024

The Reims Champagne Run offers three routes to explore the city differently: the 10-kilometer road race, the half marathon, and the full marathon.

📡 <https://www.finishers.com/course/reims-champagne-run>

• STUDY ABROAD FAIR - 2024 INTERNATIONAL WEEK

From 9 to 11 October 2024

The DREDI will go to the various URCA campuses to inform students about international mobility. On the agenda: direct interventions in lecture theatres, testimonies from international students, photo exhibition, inter-cultural games, etc.

• TIME TO MOVE - INTERNATIONAL MOBILITY FORUM

The CRIJ Grand-Est, in collaboration with the University of Reims Champagne-Ardenne, offers an information day on the different existing schemes to go abroad (studies, internships, volunteering, au-pair stays, etc.) at Reims City Hall (or remotely).

• 2024 "REIMS CAMPUS" EVENTS

The City of Reims and its partners wish to welcome students and offer evenings of free events and activities. On the agenda: meetings, discussions, sporting and artistic challenges, etc.

Everyone comes and enjoy lots of student events!



NOVEMBER

• EUROPEAN AMBASSADORS (CRIJ Europe Direct)

Around fifty young Europeans participating in exchange programmes in the region go to meet college students, secondary school pupils and apprentices in Champagne-Ardenne.

On the agenda: exchanges, testimonials, discussions on Europe, European citizenship and mobility programmes. Open to European Erasmus + students, international students, Eurodyssée and Erasmus+ interns, young people in European Voluntary Service, language assistants, young au pairs, etc.)

DECEMBER

• THE CHRISTMAS VILLAGE

Nearly 150 huts located in the Reims downtown for a month of festivities!

📶 www.reims.fr/noel



> 2ND SEMESTER

• RECEPTION CEREMONY FOR INTERNATIONAL STUDENTS

Dates to come

New international students and researchers in the second semestre can enjoy integration activities in a friendly and fun atmosphere. On the agenda: Presentation of URCA's services, speed meeting, cultural events (with URCA's talents), and meetings with the exchange programme contacts.

• LE GRAND DÉFI DU CAMPUS DE BACCHUS #10

Dates to come

Blind wine tasting challenge for students. Unmissable event for wine lovers and enthusiasts.

Participation free, but registration required:

📶 www.univ-reims.fr/legranddefi

• CULTURES EN FÊTE (CELEBRATING CULTURES)

Dates to come

This multicultural day highlights the richness of cultures present at URCA and gives you a taste for international experience. Come and discover new horizons and rub shoulders with different nationalities and cultures at URCA! On the agenda: Games, gastronomy and arts from around the world. More than 40 nationalities represented each year!

📶 www.univ-reims.fr/international



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UNIVERSITÉ DE REIMS
CHAMPAGNE ARDENNES



STUDENT ASSOCIATIONS

There are more than 80 associations at URCA, with varied and diverse areas of skills: culture, excursions, sport, solidarity, etc.

 *In each university department, associations can help you for programmes and lecture notes, etc. Check with your department to learn more.*

 ANNUAIRE DES ASSOCIATIONS

Updated version of 2023-2024 :

www.univ-reims.fr/media-files/53242/annuaireassos_2023.2024_pourdifffusion_rev2.pdf


> LIST OF STUDENT ASSOCIATIONS

CULTURE

ATHANOR


Place du Préau
10000 TROYES

 athanortroyes@gmail.com

 [athanorurca](https://www.facebook.com/athanorurca)

BUREAU DES ARTS ESIREIMS

Technopôle Henri Farman
Esplanade Roland Garros
51100 REIMS

 bdaesireims@gmail.com

INTERCULTURES TROYES*

Campus des Comtes de Champagne
Place du Préau
10000 TROYES

 contact@campus3.fr

(Existence sous réserve 2023-24)

REIMS ELOQUENCE*

57 bis rue Pierre Taittinger
51100 REIMS

 reimseloquence@gmail.com


 Reims Eloquence


(Existence sous réserve 2023-24)

SOCIÉTÉ DES VINS DE L'UNIVERSITÉ DE REIMS (SVUR)*

Campus Moulin de la Housse


 <https://svur.org/>

 contact@svur.org

 SVUnivReims

(Existence sous réserve 2023-24)

SOLIDARITÉ AUX ENFANTS D'AVENIR*

 fastandhappy@gmail.com

(Existence sous réserve 2023-24)



BY STUDY DOMAINS

ASSOCIATION CORPORATIVE DES ÉTUDIANTS EN CHIRURGIE DENTAIRE DE REIMS

2 rue du Général Koenig
51100 REIMS
✉ acecdrpresidence@gmail.com
f ACECDR

ASSOCIATION DES DOCTORANTS EN DROIT DE L'UNIVERSITÉ DE REIMS (ADENDUR)

57 Bis rue Pierre Taittinger, Bâtiment 13
51100 REIMS
<https://adendur.com/>
✉ doctorantsdroitreims@gmail.com
f [adendur.reims](https://adendur.com/)

ASSOCIATION DES ÉTUDIANTS DE RÉSEAUX ET TÉLÉCOMMUNICATION DE L'URCA*

IUT CHÂLONS-EN-CHAMPAGNE
✉ association.rt.chalons@gmail.com
i [assos.rt.urca](https://www.instagram.com/assos.rt.urca)
(Existence sous réserve 2023-24)

ASSOCIATION DES ÉTUDIANTS EN PHARMACIE DE REIMS

51 rue Cognacq-Jay
51100 REIMS
✉ aep.r.pharmareims@gmail.com
f [Pharmareims.aep.r](https://www.facebook.com/Pharmareims.aep.r)

ASSOCIATION DES ÉTUDIANTS EN MARKETING COMMUNICATION DE REIMS (AEMCR)

✉ asso.emcr@gmail.com
in AEMCR - Master Marketing
Communication
(Existence sous réserve 2023-24)

ASSOCIATION DES ÉTUDIANTS SAGE- FEMME DE REIMS

Rue du Général Koenig
51100 REIMS
✉ contact.aesfr@gmail.com
f [aesfreims](https://www.facebook.com/aesfreims)

ASSOCIATION DES JURISTES PROCESSUALISTES (AJP)

Campus Croix Rouge
Place du Préau
57 rue Pierre Taittinger
51100 REIMS
✉ ajp.association.reims@gmail.com

ASSOCIATION DU MASTER RISQUES ET ENVIRONNEMENT (RE) PARCOURS BIODIVERSITÉ, SANTÉ (BSE)

✉ asso.master.bse@gmail.com
f [AssociationMasterBSEReims](https://www.facebook.com/AssociationMasterBSEReims)

ASSOCIATION DU PROGRAMME VIN ET DROIT DE L'UNIVERSITÉ DE REIMS - REIMS WINE & LAW PROGRAM ASSOCIATION

✉ wineandspiritslawassociation@gmail.com

ASSOCIATION ÉCO'N'HOMME

57 bis rue Pierre Taittinger
51100 REIMS
✉ contact.enh@gmail.com
f [enhreims](https://www.facebook.com/enhreims)

ASSOCIATION ÉTUDIANTE DU GOÛT ET DU LUXE DE REIMS

✉ master2egg@gmail.com
f [aegltreims](https://www.facebook.com/aegltreims)

ASSOCIATION LOGISTIK REIMS*

57 rue Pierre Taittinger
51100 REIMS
✉ logistik.reims@gmail.com
f [logistik.reims](https://www.facebook.com/logistik.reims)
(Existence sous réserve 2023-24)

ASSOCIATION MASTER DROIT DE REIMS (MDR)

57 Rue Pierre Taittinger
51100 REIMS
✉ associationmdr.urca@gmail.com



ASSOCIATION PROFESSEUR DES ÉCOLES EN FORMATION (PEF)*

INSPE Charleville-Mézières
08000 CHARLEVILLE-MEZIERES

✉ assopef@gmail.com

f assoPEF

(Existence sous réserve 2023-24)

ASSOCIATION PROMOTION OENOLOGIE DE REIMS (APOR)

✉ dnoapor@gmail.com

f APOReims

ASSOCIATION RÉMOISE DES ÉTUDIANTS DU NOTARIAT (AREN)

✉ master2droitnotarialreims@gmail.com

f M2droitnotarialreims

ASSOCIATION RÉMOISE DES ÉTUDIANTS EN STAPS (ARES)

Campus Moulin de la Housse

Bâtiment 25

51100 REIMS

✉ presidence.ares@gmail.com

f STAPSREIMS

ASSOCIATION SCIENTIFIQUE DES ÉTUDIANTS DE REIMS

5 chemin des Rouliers

51100 REIMS

✉ aser.president@gmail.com

f Association.Scientifique.des.Etudiants.de.Reims

ASSOCIATION SCIENTIFIQUE DES ÉTUDIANTS DE REIMS

5 chemin des Rouliers

51100 REIMS

✉ aser.president@gmail.com

f Association.Scientifique.des.Etudiants.de.Reims

ATLAS BDE GLT (GESTION LOGISTIQUE ET TRANSPORT)*

IUT de Reims Châlons Charleville

Département GEA

Rue des Crayères

51100 REIMS

✉ atlas.iutreims@gmail.com

f atlas.iutreims

(Existence sous réserve 2023-24)

BIN'HARRY

IUT de Reims

51100 REIMS

✉ bdebinharry@gmail.com

📷 bdebinharry

BUREAU DES ÉTUDIANTS DE L'ÉCOLE SUPÉRIEUR D'INGÉNIEUR DE REIMS

✉ esireimsbde@gmail.com

BUREAU DES ÉTUDIANTS EN MATHÉMATIQUES APPLIQUÉES ET AUX CALCULS STATISTIQUES ET SCIENTIFIQUES*

5 chemin des Rouliers

51100 REIMS

✉ association.bemacss@gmail.com

(Existence sous-réserve 2023-24)

BUREAU DES ETUDIANTS DU CAMPUS DES COMTES DE CHAMPAGNE (BDE 3C)

Hôtel Dieu-le-comte Place du Préau

60076 10901 Troyes Cedex 9

✉ bde.3c@outlook.fr

BUREAU DES ETUDIANTS DE L'UNIVERSITÉ DE TECHNOLOGIE DE TROYES REIMS (BDE UTTR)

Bâtiment 10 Campus Moulin de

la Housse UFR sciences exactes et

naturelles

51687 REIMS

✉ bde.uttr@gmail.com

CERCLELSINE*

✉ cerclelsinerreims@gmail.com

(Existence sous-réserve 2024-25)

COMITE DE PARRAINAGE MEDECINE (CPM)*

51 rue Cognacq-Jay
51100 REIMS

✉ cpmdereims@gmail.com

(Existence sous-réserve 2024-25)

COMITE DES INTERNES DE REIMS CHAMPAGNE ARDENNE (CICR)

Internat du CHU Robert Debré Rue Général Koening
51092 REIMS

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(Existence sous-réserve 2024-25)

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(Existence sous-réserve 2023-24)

EDUC&CO

INSPE de Châlons-en-Champagne
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LE CORPS DES JURISTES CHAMPENOIS (CJC)

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MASTER EN INGÉNIERIE DE REIMS ASSOCIATION GÉNÉRALE DES ÉTUDIANTS (MIRAGE)*

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51100 REIMS

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f Mirage - Master en Ingénierie de Reims



OMEGA (DÉPARTEMENT GEII)*

IUT de Troyes
10387 TROYES

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PACK'UP (FILIERE EMBALLAGE ET CONDITIONNEMENT)*

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ig promopec

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PROM'ESS (FILIERE ÉCONOMIE SOCIALE)

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f asso.promees@gmail.com

ig promessurca

PSYCHORP

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51100 REIMS

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ig AssoPsychorp

PSYCH'URCA, ASSOCIATION DES ÉTUDIANTS DE LA MENTION DE MASTER «PSYCHOLOGIE CLINIQUE»

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CELEBRATIONS

ASSOCIATION FALUCHARDE ETUDIANTE REMOISE (AFER)

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CLUB GALA ESIREIM

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BP 1029

51686 REIMS cedex

✉ galaesireims@gmail.com

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✉ strategiqrh2022@gmail.com

TECH'N'CO

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08000 Charleville-Mézières

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THYADES

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TUTORAT SANTÉ DE REIMS (TSR)

Pôle Santé
51100 REIMS

✉ communication@tutorat-sante.fr

f tutoratsantedereims

WINES TROTTERS*

✉ winestrotters@gmail.com

f Associations Wines Trotters et Société des Vins de l'Université de Reims

WINE WOOD WHEAT & CO*

WineWoodWheatCo

(Existence sous-réserve 2023-24)



SPORT

ASSOCIATION SPORTIVE URCA TROYES*

Place du Préau
10000 TROYES

(Existence sous-réserve 2023-24)

AS URCA

5 Chemin des Rouliers
51100 REIMS

✉ asso-asurca@univ-reims.fr
f associationsportiveURCA

BUREAU DES SPORTS ESIREIMS

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ASSOCIATION CONGOLAISE DES ETUDIANT RÉMOIS (ACER)

f etudiantcongolaisdereims@gmail.com
i associationcongolaisedesetudiantsre-
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ASSOCIATION CULTURELLE ÉTUDIANTS MAHORAIS DE REIMS (AC-E-MR)

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ASSOCIATION REMOISE DES ETUDIANTS SENEGALAIS (ARES)

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UNION CHAMPENOISE DES ETUDIANTS IVOIRIENS (UCEI)*

UCEI Maison de la vie associative
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51100 REIMS

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f IvoiriensChampenois

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ASSOCIATION DES ETUDIANTS BURKINABES DE REIMS (AEBR)*

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f Association des étudiants burkinabés
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ESN REIMS (Erasmus Student Network)

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f ESNREIMS
i esnreim



OTHER INTERNATIONAL ASSOCIATIONS

More information : ✉ communication-internationale@univ-reims.fr

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 AssociATEUR

ASSOCIATION POUR LA REALISATION DES PROJETS DES ETUDIANTS EN GESTION DES ENTREPRISE (ARPEGE)*

IUT de Reims-Châlons-Charleville
département GEA

Rue des Crayères

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ASSOCIATION POUR LA RECHERCHE ET ET LA CREATION DES ACTIVITES DES ETUDIANTS (ARCADE)*

3 Rue des crayères, IUT de Reims

Bâtiment D

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Maison de la vie associative 204-97 122 rue
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51100 REIMS

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ASSOCIATION 9M²*

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 NaturafacReims

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 CJReims

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CLUB K'FET ESIREIMS

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ECO'N'HOME

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ENVIDURABLE*

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f emf.reims

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FÉDÉRATION DES ÉTUDIANTS TROYENS - CAMPUS 3*

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10000 TROYES

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f FETCampus3

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FÉDÉRATION DES LETTRES, ARTS ET SCIENCES HUMAINES*

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51100 REIMS

✉ association.flash@gmail.com
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HEARTS REJOICE*

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Maison de la Vie Associative
51100 REIMS

✉ heartsrejoice@gmail.com
ONG Hearts Rejoice
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INTERCAMPUS

Campus Moulin de la Housse
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✉ president@intercampus.fr
f federe.intercampus
t FedelINTERCampus

LES LANGUES BIEN PENDUES

Campus Croix-Rouge
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✉ leslanguesbienpendues.asso@gmail.com

LYSIAS REIMS

Campus Croix-Rouge
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✉ lysias.urca@gmail.com

STRUCTURE ASSOCIATIVE DES FORMATIONS INFORMATIQUES ET RÉSEAUX (SAFIR)

Campus Moulin de la Housse
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📡 <http://safir.univ-reims.fr/>
📷 safirurca

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VII. LEISURE ACTIVITIES





LEISURE ACTIVITIES

MONUMENTS ET MUSÉES

> REIMS

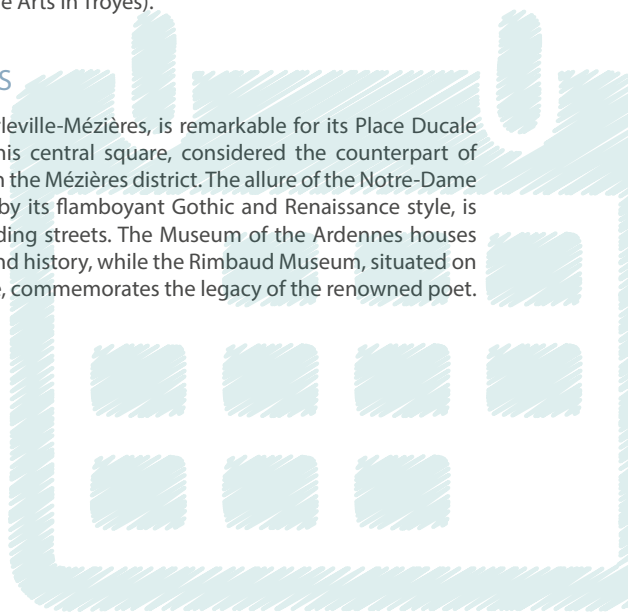
The cathedral and the Saint Remi Basilica are must-sees of course, but also the historic and artistic museums such as Palais du Tau Museum, St-Remi Museum, Reddition Museum, the Museum of Fine Arts, Hôtel le Vergeur Museum, Fort de la Pompelle Museum, Villa Demoiselle, the former Jesuits college, Planetarium and Cryptoporticus at Place du Forum, etc...

> TROYES

Troyes has an exceptional amount of former religious buildings grouped together near the city centre. In addition, it offers a rich range of museums, with the Museum of Modern Art, the Vauluisant Musuem (Historic museum of Troyes and Champagne, Museum of hosiery) and the Saint-Loup Museum (Museum of Fine Arts in Troyes).

> CHARLEVILLE-MÉZIÈRES

The renowned puppet capital, Charleville-Mézières, is remarkable for its Place Ducale and Italian-inspired architecture. This central square, considered the counterpart of Place des Vosges in Paris, is located in the Mézières district. The allure of the Notre-Dame d'Espérance basilica, characterized by its flamboyant Gothic and Renaissance style, is accentuated by the quaint surrounding streets. The Museum of the Ardennes houses unique collections of archaeology and history, while the Rimbaud Museum, situated on the île du Vieux Moulin in Charleville, commemorates the legacy of the renowned poet.



PUBLIC LIBRARIES

> REIMS

Libraries and media libraries in the city of Reims regularly organise events: film festivals, concerts, plays and discussion forums. You can find the activities on offer on the website <https://www.bm-reims.fr/> or in printed form in the monthly brochure called «Ouvrez les guillemets» available in the libraries.

At libraries and media libraries you can view documents and use rooms to work in and read.


 *For students, registration is free.*

To register, you must provide:

- ID of the person registering (national ID card or passport)
- Proof of residence less than three months old

> TROYES

Libraries and media libraries offer regular cultural events. On the website of the Troyes Champagne media libraries you will find the cultural programme as well as the opening hours for all media libraries in Troyes.

 <https://portail.mediatheque.grand-troyes.fr/iguana/www.main.cls>

> CHARLEVILLE-MÉZIÈRES

The Network of Ardenne City Community Media Libraries groups together the Voyelles media library, the Porte Neuve media library, the Tourmes media library, the Georges-Delaw media library and the Round Couture library.

For more information on prices, events and the catalogue on the media library website go to:

 www.mediatheques.ardenne-metropole.fr

GOING OUT: CONCERTS, THEATRE, CINEMA

> REIMS

Reims offers you multiple possibilities for cultural and artistic events:

- Shows and concerts at [La Cartonnerie](#)

📶 www.cartonnerie.fr

- The dance, music and circus performances at [Le Manège - national theatre](#) in Reims:

📶 www.manegedereims.com

- The Comédie de Reims offers a very varied programme with plays by classical and contemporary playwrights:

📶 www.lacomediereims.fr

- [Opéra de Reims](#) offers a very varied annual lyrical programme (operas, operettas, musicals, ballets, etc.),

📶 www.operadereims.com/ and Opéraits

- [Saint-Ex-Culture Numérique-Reims](#) is a welcoming discussion space which is dedicated to artistic practices (amateur and professionals).

- [Two cinemas are located in Reims](#)

The Opéra cinema programme of films in the original version (V.O.), auteur films and festivals like for example «Parada Ciné» or «Hallo Kino», in collaboration with the University Cultural Action Service (SUAC).

- [Festival](#)

The fairly small-sized festival [The Magnificent Society](#), the newest French festival, is put on by La Cartonnerie, a venue for current music, and co-organised with Césaré, a national centre for musical creation. Each year the festival begun in 2017 presents nearly fifty artists across 4 stages, and there are areas for festival-goers to meet and share, and it has close links with Japan.

📶 www.lamagnifiquesociety.com

- [Going out](#)

Reims: To view the calendar of cultural events in Reims:

📶 www.infoculture-reims.fr

- [Swimming pools](#)

The city of Reims has five swimming pools. Take advantage of your free time to go swimming!

📶 <https://www.reims.fr/sports-loisirs/piscines-6134.html>



> TROYES

The Troyes cultural calendar offers events for all audiences:

- The «[Maison du Boulanger](#)» cultural centre offers a programme of cultural events including live shows, music, fine arts, publishing and books.

- Major concerts and shows take place at [Cube Troyes Champagne Expo](#)

- [Théâtre de Champagne](#) puts on contemporary shows of all types

- [Théâtre de la Madeleine](#), built in the Italian-style, presents playwrights' plays and classical music concerts

📶 www.theatredelamadeleine.com

- [Les Clés de Troyes](#) (The Keys of Troyes). Furthermore the city of Troyes offers new students an unmissable event to learn more about the City in September each year. On the agenda: urban adventure races, springboard student initiatives and music, a football tournament, etc

📶 www.clesdetroyes.com

- The [Troyes Ciné City](#), located not far from the city centre, screens contemporary films. Thematic festivals are also organised there.

- [Festival](#)

The « [Les nuits de Champagne](#) » festival takes place in different cultural venues of the town with nearly 25 concerts;

📶 www.nuitsdechampagne.com

- [Going out](#)

To view the cultural events calendar for Troyes:

📶 www.maisonduboulanger.com/l-agenda.html



> CHARLEVILLE-MÉZIÈRES

- The **Théâtre de Charleville-Mézières** (TCM) puts on national and international classic or contemporary theatre productions, dance, operas, variety shows, etc.

- The **Institut International de la Marionnette** (International Institute of Puppetry) offers theatre object performances presented by artists and companies from the world of puppetry. Important! Shows by ESNAM (Ecole Supérieure Nationale des Arts de la Marionnette - Higher School of the Arts of Puppetry) students are free.

- Concerts are held in the **Manureva Room** and the **Forum**

📶 www.manu-sonetlumiere.com

- **Metropolis**, the cinema complex of 15 screens in the heart of the historical centre of Charleville-Mézières, presents films for each type of movie buff.

- **Festival**

The environmentally-responsible festival **Le Cabaret Vert** is an open-air festival with a range of music ranging from rock to reggae by way of electro and rap. On site, you will also find: an association village, different artistic workshops: screenings of short films, painting exhibitions, juggling workshops, street theatre, graffiti, etc

📶 www.cabaretvert.com

- **Going out**

To view the calendar of cultural events in Charleville-Mézières:

📶 www.08.agendaculturel.fr/agenda-culturel/charleville-mezieres



GOING OUT IN THE REGION

> HERITAGE

The former Champagne-Ardenne region offers a wealth of culture and history. With over 200 km of champagne cellars beneath Reims and Épernay, historic towns, and imposing fortresses, the region is steeped in France's past.

Troyes showcases its medieval charm with 16th-century timber-framed houses and pastel-colored facades. Meanwhile, the Château de Sedan, Château de Réveillon (host to notable figures like Alexander Dumas and Marcel Proust), and Château de Cirey-sur-Blaise (a retreat for Voltaire and friends) beckon history enthusiasts.

Outdoor enthusiasts can explore the Ardennes mountain range, the forests of Argonne, Meuse valley, and Der lake with numerous hiking and biking trails. The Regional Nature Park of the Mountains of Reims, nestled between Épernay and Reims, offers scenic vineyards and villages perfect for leisurely hikes.



GASTRONOMY

The Champagne-Ardenne is proud of its culinary heritage and especially its sparkling wine, which is famous worldwide: [Champagne](#).

The [pink biscuits of Reims](#) go perfectly with this prestigious drink. Other culinary offerings in the region: (non-exhaustive list)

- Chaource cheese,
- vinegar,
- Reims mustard,
- potée champenoise,
- Rethel white pudding,
- Troyes andouillette,
- Reims ham,
- Sainte-Ménéhould pigs trotters.





VIII. MISCELLANEOUS

.....

MISCELLANEOUS

STUDENT JOBS

The legal situation for hiring students varies depending on where they come from.

1/ If you have a student residence permit, you can get paid employment on an ancillary basis during your studies in France. Your employer must declare your recruitment to the prefecture. N.B the student residence permit does not allow you to be an auto-entrepreneur.

2/ you are European, you can work during your studies. You are not obliged to have a residence permit or work permit. You must hold your employment on an ancillary basis (i.e. in addition to your studies). You can work 964 hours maximum per year, or 60% of the annual legal duration of employment. If you exceed this quota, you change the reason for your stay and will fall into the category of workers.

For all information about a foreign student working in France, see:

 www.service-public.fr/particuliers/vosdroits/N107



> FINDING A JOB

To bring businesses together with our students and help them with their professional plans, the University of Reims Champagne Ardenne has set up a «URCA Career Platform» in partnership with JobTeaser:

📡 www.jobteaser.com/fr

The «URCA Career Platform» is a reference platform in Europe which is free via our university link, directly integrated into the Intranet of more than 400 institutions and offers job advertising and employer brand solutions. Students can thus enjoy a space that offers many features.

- Spaces to present companies and their jobs (+ 1500 job videos)
- Announcement of company career events
- Advertising internship, sandwich jobs and employment offers
- Offer and event e-mail alerts

The Regional Youth Information Centre (CRIJ Europe-Direct) in Reims can also give you student job offers:

📡 www.europedirect-reims.fr / www.info-jeunes-grandest.fr

You can use Pôle Emploi (the employment centre), the establishment responsible for employment in France:

📡 www.pole-emploi.fr





PRACTICAL GUIDE

> PUBLIC HOLIDAYS IN FRANCE

- 1 January: New Year
- Easter Monday
- 1 May: Labour Day
- 8 May: Victory Day in 1945
- Ascension Day
- Whit Monday
- 14 July: Bastille Day
- 15 August Assumption
- 1 November: All Saints Day
- 11 November: Armistice 1918
- 25 December: Christmas

> EATING HABITS IN BRASSERIES AND RESTAURANTS

In French restaurants and brasseries, a waiter will typically escort you to your table. You can request a jug of tap water, which is complimentary. While service is included in the bill, it's customary to leave a tip.

> OPENING HOURS OF PUBLIC INSTITUTIONS

In France, public institutions, banks, pharmacies and small shops close between noon and approximately 2:00 p.m. (except in large cities).

> SAYING HELLO IN FRANCE

In France, there are two common ways to greet someone: shaking hands or kissing on the cheek. Kissing on the cheek is typically reserved for acquaintances or those you know well. When kissing on the cheek, you simply offer your cheek without actually giving a full kiss, even if you're fond of the person. In Reims, for instance, it's customary to exchange two kisses, but in some other regions of France, it may be three or four.



> SUPERMARKETS AND MARKETS

There are several types of shops where you can do your shopping. Prices and opening times differ depending on the shop.

- Low-cost food shops,
- Medium-sized food shops,
- Hyper and supermarkets (also called «grandes surfaces») are located outside the city.

Shops are generally open from Monday to Saturday; some open on Sunday and smaller shops may close at noon.

Sales are twice a year, in January and July.

To buy fruit and vegetables from local producers, consider going to markets (every day in a different neighborhood).

> THE MARKETS IN REIMS

- Monday: Saint-Thomas market (avenue de Laon)
- Tuesday: Saint-Remi market (rue Simon) and Europe market (Place Jean Moulin)
- Wednesday: Boulingrin market, Châtillons market (Argonautes) and Croix du Sud market (Croix-Rouge)
- Thursday: Carteret market (Boulevard Carteret) and Place Luton market
- Friday: Wilson market and evening organic farmers market (Halles du Boulingrin)
- Saturday: Boulingrin market and Billard market (rue du Dr Billard)
- Sunday: Jean Jaurès market (avenue Jean Jaurès) and Sainte Anne market (rue de Louvois)

 *Markets are generally open from 8:00 a.m. to 1:00 p.m.*

> LAUNDRIES


University halls of residence are equipped with washing machines and dryers.

Near the Sciences Po College, Esplanade Fléchambault (Saint-Rémi district)

 *Average cost of a wash (5 kg): €3, and a €1.50 for a dry.*

> MOBILE PHONE

To have a French number, you must buy a laptop which is compatible with a French network and a SIM card which will cost you approximately €30 including €10 of credit to send messages and make calls. Cards for mobile phones are available for €5, 10, 15, 25 and 50.

 *The validity of credit is limited depending on the card value (for example, you can use a €5 card for 7 days, but after 7 days the remaining credit is eliminated).*

For those who stay for 6 months or more, it might be good value to take out a subscription with a telephone operator. The «blocked account» formula stops you from consuming more than your subscription. For all information, you can contact the speciality shops.

> FRENCH CULTURE

INFORMAL FRENCH EXPRESSIONS

- Avoir la crève: When you're ill or have a cough
- Boire un coup: To have a drink
- Bosser / taffer: To work
- Bouffer / on s'fait une bouffe?: To eat / shall we eat together?
- C'est chaud / C'est chouette: It's difficult / It's great
- C'est délire / C'est rigolo: It's funny
- C'est dingue: It's crazy
- C'est lourd: It's difficult
- C'est nickel: It's perfect
- C'est pas terrible: It's gross, It's not good
- Ça craint: It's not good
- C'est nul / Ça me prend la tête: It gets on my nerves
- Ça me soûle / Ça me gonfle: It really gets on my nerves!
- Absolument!: Totally!
- Ce n'est pas la peine: It's not worth it
- Crever: To destroy something, to be tired
- C'est dégueulasse (dégueu): It's disgusting
- Engueuler / s'engueuler / se faire engueuler: To argue
- Être chien: To be tough, cunning
- Fastoche: Very easy
- Flipper: To be scared
- Glander: To be lazy
- Gosse: child
- J'en ai marre / J'en ai ras le bol / Ça me gave: I'm fed up
- Je m'en fous: I don't care
- Je suis dégoûté (dég') / Avoir les boules: I'm really disappointed



- Kiffer: To really like
- La bagnole, la caisse: A car
- Le taf / Le boulot: Work
- Les sous / la thune: Money
- Moche: Ugly
- Oh ! La vache: Used to show surprise
- Poireauter: To wait
- S'éclater: To have a great time
- Délirer: To have fun
- Se casser / se barrer: To leave
- Tchatcher: To talk easily about anything
- Un bouquin: A book
- Un flic / un keuf: A policeman
- Un pote: A friend
- Un truc / un machin / un bidule: A thing (thingummy)
- Une clope: A cigarette
- Une meuf / un mec: A woman / a guy
- Vachement: A lot
- Le truc de fou !: It's incredible!

LIST OF ACRONYMS

To make your life easier in France, please find a list of some useful acronyms below.

It is not rare, in French, to hear almost more acronyms than words in the same sentence...

- ALS: social housing allowance
- APL: personalised housing assistance
- APT: provisional work permit
- BU: University library
- BVE: Student Life Office
- CAF: Family Allowance Fund
- CDG: Charles de Gaulle airport (Paris)
- CeReL: Language Resource Centre
- CHU: University Hospital
- GU: Science Faculty University Gym
- HCR: Law Economics Literature faculty Croix Rouge Gym Hall
- HLM: council housing
- LMDE: Student Mutual Insurance Fund
- MGEL: East France Student General Mutual Insurance Fund
- RER: Regional Express Network of Ile-de-France
- RIB: Bank account details
- CIEF: International Centre for French Studies
- CPAM: Primary Health Insurance Fund



- CRI: IT Resources Centre
- CRIJ: Regional Youth Information Centre
- CM: Lectures
- CNOUS: National Centre of University and School Works
- CROUS: Regional Centre of University and School Works
- DEJU: Department of Studies and University Life
- DREDI : Office of International Affairs
- DSE: Student Social Dossier
- EDF: National electricity supplier
- FSDIE : Solidarity and Student Initiatives Development Fund
- RU: University canteen
- SES: Teaching and Academic Affairs Services
- SNCF: French National Railway Company
- SUAC: University Cultural Action Service
- SUAPS: University Physical and Sports Activities Service
- SUMPPS: University Preventive Medicine and Health Promotion Service
- TD: Tutorials
- TP: Practical work
- UFR: Teaching and Research Unit, Department
- URCA: University of Reims Champagne-Ardenne

GLOSSARY

> STUDENT LIFE SERVICES

• CAMPUS FRANCE

It is a national agency to promote French higher education abroad.

Campus France aims to promote French higher education courses around the world and offer foreign students a path to success in accessing higher education in France, from the home country to the reception country, from the first information until the stay in France and return to the country of origin.

 www.campusfrance.fr

• CNOUS

The National Centre of University and School Works (CNOUS) manages the CROUS network. Its objective is to give all students the same chances to access and succeed in higher education by helping them with their day to day lives.

 www.cnous.fr



- CROUS

CROUS are public institutions under the supervision of the Ministry of National Education, Higher Education and Research. They have the aim of improving the living conditions of students in many areas: food, accommodation, grants, social and cultural actions, and help for international students...

 www.crous-reims.fr

- DSE

The Dossier Social Etudiant or DSE (Student Social Dossier) enables students to request a Higher Education and Research grant and/or accommodation managed by CROUS with the same dossier.

The request must be made between the 15 January and 15 May preceding the academic year.

 www.etudiant.gouv.fr/cid111606/constituez-votre-dossier-social-etudiant-dse.html

> UNIVERSITY SYSTEM

- DOMAINE (FIELD)

All LMD courses are grouped into areas of studies. Each field is subdivided into specialised areas.

- MENTION (SPECIALISED AREAS)

Each faculty brings together several disciplines which correspond to specialised areas. Each specialised area has its own training content made up of Teaching Units (UE) and Constituent Elements (EC).

- ELEMENTS CONSTITUTIFS or EC (CONSTITUENT ELEMENTS)

The constituent elements are the main materials or elements of a Teaching Unit.

- UFR (Teaching and Research Unit)

- UNITE D'ENSEIGNEMENT or UE (TEACHING UNIT)

Teaching Units are the main themes of a specialised area. Each UE is made up of several constituent elements.

> ACCOMMODATION

- ALS

The social housing allowance is paid to students whose parents earn less than €3,000 per month, as well as students who are fiscally independent of their parents and who earn less than €500 per month. ALS may be up to €167. Application forms may be collected from the CAF.

- APL

The personalised housing assistance is assistance given to any person living in accommodation that is subject to an agreement with the State. But, unlike the ALS, it is directly paid to the owner. Application forms may be collected from the CAF. For more information, please contact the family allowance fund in your city.

- BAIL (LEASE)

A lease is a rental contract drawn up by the owner and the tenant describing the accommodation and the rights and obligations of each party. You will be asked to complete an inventory on signing the lease and provide proof of home insurance. Carefully check the clauses relating to the duration of the contract before signing and the deadline for giving notice.

- CAF

The family allowance fund is a body which assists people to help them in their day to day lives.

- CAUTION OR DÉPÔT DE GARANTIE (DEPOSIT)

The deposit is a security deposit; which is a sum set side equivalent to at least one month's rent as a provision in the event of non-payment or damage to the premises by the tenant.

- FOYER (TEMPORARY RESIDENCES)

Foyers are temporary residences that are similar in their structure to university halls of residence, but they are accessible to everyone and not only students.

- HLM (COUNCIL HOUSING)

Council housing is accommodation managed by a public or private body, intended for people with a low income.

- ÉTAT DES LIEUX, GARANT, TAXE D'HABITATION
(INVENTORY, GUARANTOR, RESIDENCE TAX)

See section on accommodation

- STUDIO

Is an apartment with one main room with a kitchen corner (kitchenette), separate bathroom and WC which is either separate or installed in the bathroom.

- F1/T1, F2/T2, F3/T3

F (for function) or T (for type) - they are practically the same thing, except that the first historically came before the second, which has added some subtleties.



USEFUL CONTACTS AND ADDRESSES

18 Emergency / Fire service

15 Emergency Medical Assistance Service (SAMU)

17 Police

112 European emergency call

Poison control centre: 03 83 32 36 36

SOS amitiés: 03 26 05 12 12

SOS suicide: 03 26 07 35 35

Drugs, alcohol and tobacco info. service: 0 800 23 13 13

AIDS info. service: 0 800 840 800

Telephone directory: 118 008

> IN REIMS

AUBERGE DE JEUNESSE (CIS)

21 Chaussée Bocquaine

51100 Reims

☎ +33 (0)3 26 40 52 60

✉ info@cis-reims.com

CAF

202 rue des Capucins

51087 Reims

0820 25 51 10

🌐 www.marne.caf.fr

CROUS

14 allée des Landais

BP2751

51063 Reims cedex

☎ +33 (0)3 26 50 59 00

🌐 www.crous-reims.fr

LMDE REIMS

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51100 Reims

MGEL

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SOUS PRÉFECTURE DE REIMS

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> IN TROYES

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10430 - Rosières

☎ +33 (0)3 25 82 00 65

🌐 www.fuaj.org/Troyes-Rosieres
troyes-rosieres@fuaj.org

MAISON DES ÉTUDIANTS DE TROYES

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10000 Troyes

☎ + 33 (0)3 25 82 19 45

LMDE TROYES

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10000 Troyes

ESPACE ETUDIANT MGEL

76, rue du Général de Gaulle
10000 Troyes

☎ +33 (0)3 25 73 09 10

SOUS PRÉFECTURE DE L'AUBE

2 rue Pierre Labonde
10000 Troyes

☎ +33 (0) 25 42 35 00

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MGEL

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08000 Charleville-Mézières

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LMDE


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08107 Charleville-Mézières

PRÉFECTURE DES ARDENNES

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● URCA'S SOCIAL MEDIA

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SOURCES

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WEBSITE / CAMPUS FRANCE WEBSITE
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